

2018



*Town of Highgate Vermont
Annual Reports*

2018

Town Report Dedication

Clarence & Debbie Miller

Debbie (Bushey) Miller and Clarence "CJ" Miller were raised as part of large families, Debbie in Highgate VT and CJ in Mooers NY. CJ joined the US Army after graduation and was stationed in Germany. He continued to serve afterwards by joining the National Guard. Debbie and CJ met on a blind date back in 1968. They were married on May 9, 1970 and made their home in Highgate. The happy couple purchased their first home on Gore Road and raised their two children, Michelle and Scott within walking distance to school, church and sports. Debbie worked for Union Carbide and then became a stay at home mom to raise their children. She operated her own day care for 10 years then began a new career at Highgate Elementary School. Debbie retired in 2013 after 28 years of service at HES. CJ worked construction and advanced his career at Agway and then Feed Commodities, prior to "retiring" in 1999. He remains busy today working part time at O.C. McCuin and Sons.



Around town and in our community, Debbie & CJ have kept very busy volunteering with no signs of slowing down! CJ has been active with Missisquoi Amateur Hockey, The Vermont Hockey Board, Highgate Little League, and St. Louis Church. Within town government he has served as a Lister, Justice of the Peace, Trustee of Trust Funds, and on the Village Core Master Plan Committee. You will also find him lending a hand at Town Meeting or at the polls for elections. Aside from her many contributions at Highgate Elementary School, Debbie has always been ready and willing to prepare casseroles or desserts for families in our area or for various church dinners. She has worked at the arena snack bar, organized food donations for those in need and arranged the senior holiday meals at HES. Debbie has also been a welcoming and smiling face working at the check-in table at elections.



The Miller family has grown over the years to include a daughter-in-law, Jenn, a son-in-law, Luke and three grandchildren – Kyle, 20; Isaac, 19; and Olivia, 13. They enjoy spending time with their family, attending various sporting events, going on weekend trips and growing their retirement fund by improving their probability awareness at area casinos!

**CONGRATULATIONS
& THANK YOU**

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**TOWN OF HIGHGATE VT
APPROVED MONTHLY MEETING SCHEDULE**

2019

- **Selectboard** – meetings start @ 7pm
- **Development Review Board** – meetings start @ 6pm
- **Planning Commission** – meetings start @ 6pm

MONTH	APPLY BY DATE	SELECTBOARD	DRB	PLANNING
JAN. 2019	SLB – Dec. 28 & Jan. 11 DRB – Dec. 21 PC – Dec. 28	Jan. 3 & 17	Jan. 10	Jan. 15
FEB. 2019	SLB – Feb. 1 & Feb. 15 DRB – Jan. 28 PC – Feb. 1	Feb. 7 & 21	Feb. 14	Feb. 19
MAR. 2019	SLB – Mar. 1 & Mar. 15 DRB – Feb. 25 PC – Mar. 1	Mar. 7 & 21	Mar. 14	Mar. 19
APR. 2019	SLB – Mar. 29 & Apr. 12 DRB – Mar. 25 PC – Mar. 29	Apr. 4 & 18	Apr. 11	Apr. 16
MAY 2019	SLB – Apr. 26 & May 10 DRB – Apr. 22 PC – May 3	May 2 & 16	May 9	May 21
JUNE 2019	SLB – May 31 & June 14 DRB – May 28 PC – May 31	June 6 & 20	June 13	June 18
JULY 2019	SLB – July 12 DRB – June 24 PC – June 28	July 18	July 11	July 16
AUG. 2019	SLB – July 26 & Aug. 9 DRB – July 22 PC – Aug. 2	Aug. 1 & 15	Aug. 8	Aug. 20
SEPT. 2019	SLB – Aug. 30 & Sept. 13 DRB – Aug. 26 PC – Aug. 30	Sept. 5 & 19	Sept. 12	Sept. 17
OCT. 2019	SLB – Sept. 27 & Oct. 11 DRB – Sept. 23 PC – Sept. 27	Oct. 3 & 17	Oct. 10	Oct. 15
NOV. 2019	SLB – Nov. 1 & Nov. 15 DRB – Oct. 28 PC – Nov. 1	Nov. 7 & 21	Nov. 14	Nov. 19
DEC. 2019	SLB – Nov. 29 & Dec. 13 DRB – Nov. 25 PC – Nov. 29	Dec. 5	Dec. 12	Dec. 17
JAN. 2020	SLB – Dec. 27 & Jan. 10 DRB – Dec. 23 PC – Jan. 3	Jan. 2 & 16	Jan. 9	Jan. 21

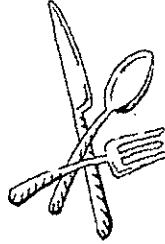
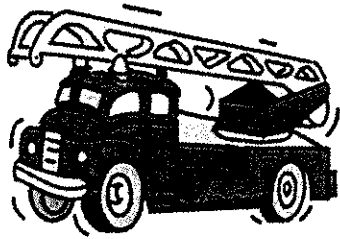
Phone: 802-868-4697 Fax: 802-868-3064 www.highgatevt.org
Town of Highgate Municipal Offices – located @ 2996 VT Route 78, Highgate Center, VT

Town Meeting Luncheon

Tuesday, March 5, 2019

Lunch will be available to purchase and will be hosted by

HIGHGATE VOLUNTEER FIRE DEPT



**Spaghetti & meatballs, roll, salad, dessert & drink
\$10.00 per person**

Please stop by for a great meal and support HVFD at the same time!

Town Meeting Day Library Activities at Highgate Elementary School

Tuesday, March 05, 2019 – 9 AM – 5 PM

Open to Children Ages 3 and up

Children of meeting attendees/voters are invited to participate in fun activities with HLCC staff and teen volunteers.

Legos, Keva Blocks, Coloring, Music & Movement, etc.

Children must be signed in and out of room by parent/caregivers and parent/caregiver must remain on premises.

Questions? Call the Library 802-868-3970

ADMINISTRATIVE OFFICIALS

Wendi Dusablon, **Town Clerk**
Shelley Laroche, **Town Treasurer**
Kyle Lothian, **Town Moderator**

Term expires March, 2019
Term expires March, 2019
Term expires March, 2019

APPOINTED OFFICIALS

Philip "Butch" Brosseau, **Tree Warden**
David Desorcie, **Fire Warden**
Vonnice Lamotte, **Animal Control Officer**
Merry Souza, **Health Officer**
April St. Francis, **NorthWest Solid Waste Dist. Representative**
Richard Noel, **NorthWest Regional Planning Comm. Representative**
Richard Noel, **Transportation Advisory Comm. Representative**
Shelley Laroche, **Delinquent Tax Collector**
Vacant, **Constable**
Vacant, **Deputy Health Officer**

Term expires March, 2019
Term expires June, 2021
Term expires March, 2019
Term expires April, 2021
Term expires March, 2020
Term expires March, 2019
Term expires, March 2019
Term expires, March 2019

SELECTBOARD

Sharon Bousquet, **Chair**
Steven LaFar, **Member**
Bruce Butler, **Member**
Joshua LaRocque, **Vice-Chair**
Randall Connelly, **Member**

Term expires March, 2019
Term expires March, 2019
Term expires March, 2020
Term expires March, 2020
Term expires March, 2021

BOARD OF LISTERS

Aimee Reynolds, **Lister**
Peter St. Germain, **Lister**
Vacant, **Lister**

Term expires March, 2019
Term expires March, 2019

CEMETERY COMMISSIONERS

Keith Ploof, **Commissioner**
Dennis Nolan, **Commissioner**
Kevin Spears, **Chair**
Charles T. Nye, **Commissioner**
Douglas Nye, **Commissioner**

Term expires March, 2019
Term expires March, 2020
Term expires March, 2021
Term expires March, 2022
Term expires March, 2023

DEVELOPMENT REVIEW BOARD (appointed)

Julie Rice, **Member**
Woodbury Rouse Jr., **Member**
Richard Trombley, **Chair**
Timothy Reynolds, **Vice-Chair**
Scott Martin, **Member**

Term expires March, 2019
Term expires March, 2019
Term expires March, 2020
Term expires March, 2020
Term expires March, 2021

PLANNING COMMISSION (appointed)

Luc Dupuis, **Chair**
Bruce Ryan, **Member**
Thomas Conley, **Vice-Chair**
Richard Noel, **Member**
Kenneth Thompson, **Member**

Term expires March, 2019
Term expires March, 2019
Term expires March, 2020
Term expires March, 2021
Term expires March, 2021

JUSTICES OF THE PEACE

Claude Chevalier, **Justice**
John Ferland, **Justice**
Clarence Miller, **Justice**
Anne Harper, **Justice**
Connie Janes Beyor, **Justice**
Dennis Nolan, **Justice**
Patricia Rainville, **Justice**

Term expires February, 2021
Term expires February, 2021
Term expires February, 2021
Term expires February, 2021
Term expires February, 2021
Term expires February, 2021
Term expires February, 2021

LIBRARY TRUSTEES

Karen Fortin, **Trustee**
Becky Johnson, **Trustee**
Rebecca Howrigan, **Chair**
Amber Machia, **Trustee**
Virginia Holiman, **Trustee**

Term expires March, 2019
Term expires March, 2020
Term expires March, 2021
Term expires March, 2022
Term expires March, 2023

TRUSTEES OF TRUST FUNDS

Clarence Miller, **Trustee**
David Roddy, **Trustee**
Evangeline LaRocque, **Trustee**

Term expires March, 2019
Term expires March, 2020
Term expires March, 2021

RECREATION COMMISSION (appointed)

Brian Fortin, **Member**
Brian Spears, **Member**
Mark Gilbert, **Vice-Chair**
Ryan Maskell, **Member**
Ty Choiniere, **Chair**
Karen Gagne Fortin, **Member**
Vacant, **Member**

Term expires March, 2019
Term expires March, 2019
Term expires March, 2019
Term expires March, 2020
Term expires March, 2020
Term expires March, 2020

ZONING ADMINISTRATOR

Vacant

PUBLIC MEETINGS CLERK

Wendi Dusablon

TOWN ADMINISTRATOR / PLANNER / GRANT WRITER

Heidi Britch-Valenta

LIBRARY DIRECTOR

Michelle Beaulieu

RECREATION DIRECTOR

Vacant

PUBLIC WORKS DEPARTMENT

Philip "Butch" Brosseau, **Director**
Nicholas Scott, **Crew**
Luke Choineire, **Crew**

Highgate Justices of the Peace



Effective February 1, 2019 – January 31, 2021

Claude Chevalier
PO Box 35
Highgate Center, VT 05459
802-868-4604

Anne Harper
PO Box 100
Highgate Springs, VT 05460
802-868-3351

Patricia Rainville
4582 Gore Rd.
Highgate Center, VT 05459
802-868-4703

Dennis Nolan
1264 St. Armand Rd.
Highgate Center, VT 05459
802-868-9974

Connie Janes Beyor
PO Box 206
Highgate Center, VT 05459
802-868-3371

John Ferland
3565 Gore Rd.
Highgate Center, VT 05459
802-868-7650

Clarence Miller
PO Box 84
Highgate Center, VT 05459
802-868-4192

TOWN OF HIGHGATE

Approved Town Meeting Minutes March 6, 2018

A. Call to Order & Roll Call

The meeting was called to order at 10:06am by Kyle Lothian, Town Moderator.

Highgate Selectboard Members: Sharon Bousquet – Chair; Joshua LaRoeque – Vice-Chair; Randall Connelly; Bruce Butler; Steven LaFar

Highgate School Board Members: Connie Beyor – Chair; Nola Gilbert – Vice-Chair; Chris Shepard; David Roddy; Richard Flint

Highgate Staff: Heidi Britch-Valenta - Town Administrator; Shelley Laroche - Town Treasurer; Wendi Dusablon - Town Clerk; Kyle Lothian - Moderator

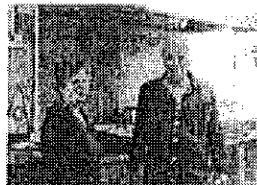
B. Pledge of Allegiance & Moment of Silence

David Roddy, Navy Veteran, led the Pledge of Allegiance. Kyle Lothian then asked for a moment of silence for our fellow residents we have lost and all those that sacrifice for us.

C. Miscellaneous Information from the Moderator

- Highgate Volunteer Fire Department will be hosting and serving lunch for \$7.00 per person.
- There will be three questions per person, per article. There were no objections to this.
- Anyone that is not a Highgate registered voter and wishes to register today, same day voter registration is available at the check-in table. Please note, there will be no voter registrations taking place in the middle of a paper ballot vote, so please make sure you are added to the checklist prior to any paper ballots being called for.
- We will maintain a respectful atmosphere today. Please be kind to one another and no personal attacks will be allowed. If you are called out of order more than twice, you will be asked to leave.
- There will be no campaigning of any kind inside the polling place. This includes any campaign materials or clothing of any kind.
- We have three young ladies present to run the microphones. Please wait for a cordless microphone.
- Town Report Dedication – Sharon Bousquet read aloud from the plaque and presented it to Real and Marie-Claire Laroche.

2017 TOWN OF HIGHGATE TOWN REPORT DEDICATION REAL & MARIE-CLAIRE LAROCHE



We appreciate you both
for making Highgate an
even better place to live,
work, learn & play!

Real Joseph Laroche and Marie-Claire Cecile Godin were married on May 2, 1964. They raised their four sons on the family farm on Durkee Road, which still remains in the family to this day. Their family has grown to include daughters-in-law, grandchildren and great-grandchildren that they all love very dearly. For over 30 years Real & Marie-Claire safely transported Highgate students to and from school as bus drivers and also for several years operated Meme & Pepe's Snack Bar at the Highgate Sports Arena. Their famous french fries and other delicious goodies have satisfied many hearty appetites! When they were not transporting or feeding us, you may have seen one or both of them involved with the Highgate Historical Society or at local farmers markets. Their contributions are many, and are deeply appreciated by us all.

Thank you Real & Marie-Claire!



D. Legislative Updates

Steve Beyor was present, Chuck Pearce was not able to be in attendance. Steve gave some updates on education funding, clean water, gun legislation and ACT250. He will be heading to do an update in Franklin but will be back in Highgate later today if anyone has questions for him, he will be around.

E. Review of Articles

Article #1 – To elect the following town officers

Motion by Zeb Maskell, seconded by Henry Rainville. Kyle Lothian, moderator, read this list aloud. These are all being voted on today by Australian ballot at the polls 7am – 7pm.

- 1) A Moderator for the ensuing year;
 - 2) One Town Agent for the term of one (1) year;
 - 3) One Selectboard Member for the term of (2) years;
 - 4) One Selectboard Member for the term of three (3) years;
 - 5) One Lister for the term of three (3) years;
 - 6) One Trustee of Trust Funds for the term of two (2) years remaining on a three (3) year term;
 - 7) One Trustee of Trust Funds for the term of three (3) years;
 - 8) One Library Trustee for the term of four (4) years remaining on a five (5) year term;
 - 9) One Library Trustee for the term of five (5) years;
 - 10) One Cemetery Commissioner for the term of five (5) years;
- Article #1 by voice vote – **PASSED**.

Article #2 – To receive and act on the reports of the town officers for the past year

Motion by Zeb Maskell, seconded by Scott Martin. There was no discussion. Article #2 by voice vote – **PASSED**.

**RECESS TOWN MEETING AND ENTER TOWN SCHOOL DISTRICT MEETING
TO TRANSACT THE FOLLOWING BUSINESS:**

Article #1 – To elect from the legal voters of said Town the following officers

David Rouse asked for clarification on who is leaving the board. The two year seat is David Roddy's current seat. The three year seat is Nola Gilbert's current seat. The two years remaining on a three year term is Connie Beyor's current seat.

- 1) **One Moderator for the ensuing year;**
Motion by Connie Beyor to nominate Kyle Lothian. The motion was seconded by David Roddy. There were no other nominations. By voice vote – **PASSED**.
- 2) **One School Director for the term of two (2) years;**
Motion by David Roddy to nominate Steven Scott. The motion was seconded by Chris Shephard. There were no other nominations. By voice vote – **PASSED**.
- 3) **One School Director for the term of Three (3) years;**
Motion by Sharon Bousquet to nominate Lisa Wells. The motion was seconded by Richard Wilkens. Motion by Richard Flint to nominate Rick Haney. The motion was seconded by Nancy Flint. There were no other nominations. Both nominees spoke before this went to a vote. Lisa has a lengthy background and experience as a school board director both at MVU and formerly in Bolton. She has served on the VT School Association Board, has chaired policy committees and has been a lead negotiator. Rick retired twenty years ago from farming and is currently a manager for a traffic control company. He has never been much into politics and considers himself to be old school. Rick believes we are spending too much money. There was a show of hands to move this vote to a paper ballot. By paper ballot vote the results were: total votes cast 137 – **LISA WELLS 87 / RICK HANEY 43 / SPOILED 7**. The three year School Board Director's seat goes to Lisa Wells.
- 4) **One School Director for the term of two (2) years remaining on a three (3) year term;**
Motion by Zeb Maskell to nominate Ryan Young. The motion was seconded by Nancy Flint. There were no other nominations. By voice vote – **PASSED**.

Article #2 – To act upon the reports of the School Directors

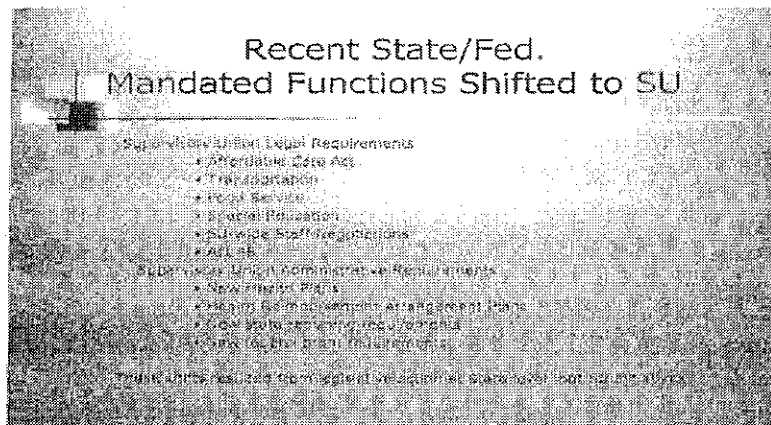
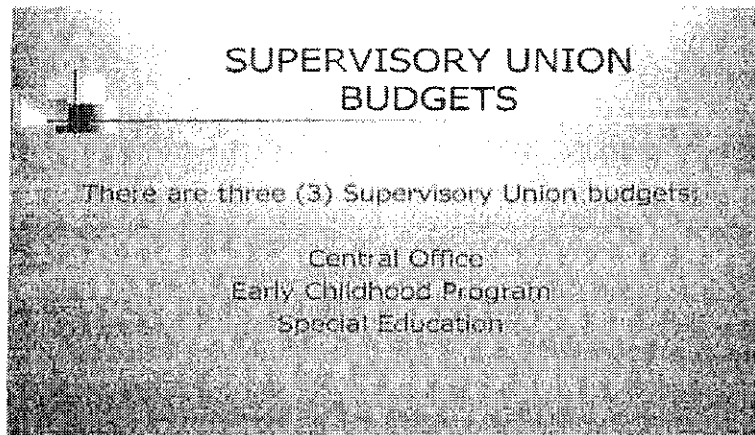
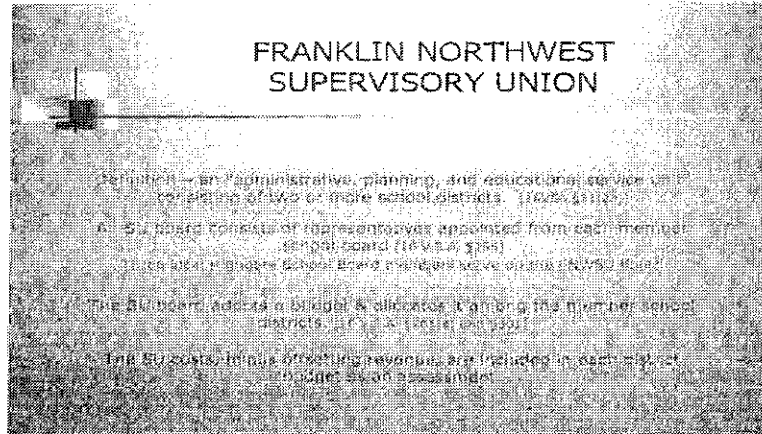
Motion by Zeb Maskell, seconded by Ryan Young. There was no discussion. Article #2 by voice vote – **PASSED**.

Article #3 – Will the voters of the Highgate Town School District authorize the School Directors to borrow money in anticipation of taxes?

Motion by Chris Yates, seconded by Beth Shepard. Phil Ladue had questions about why we would need to borrow in anticipation of taxes and what happened to the money that was already there. Connie Beyor explained that they always do their best to not use their right to borrow in anticipation of taxes, but in cases of emergency it is needed. Article #3 by voice vote – **PASSED**.

Article #4 – Shall the voters of the Highgate School District approve the School Directors to expend \$5,125,240, which is the amount the School Directors have determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$13,757 per equalized pupil. This projected spending per equalized pupil is .37% higher than spending for the current year.

Motion by Chris Yates, seconded by Ty Choiniere to open the article and also to give permission for the Principal (Patrick Hartnett), Superintendent (Winton Goodrich) and Business Manager (Lora McAllister) to speak, as none of them are Highgate residents, by voice vote – **PASSED**. Nola Gilbert, School Board Director, shared a power point presentation on the Supervisory Union budget as well as the Highgate School budget, which was followed by questions / comments / concerns.



CENTRAL OFFICE BUDGET

FY19 Budget = \$1,478,958

Total Net Amount Assessed = \$1,356,700

Highgate Net Assessment = \$100,000 (7.3%)

This budget provides the services of: Superintendent, Curriculum & Chart Coordination, Technology Coordination, Human Resources, Business Management, Bookkeeping, and Data Support.

Assessment based on Average Daily Student Numbers (ADM)

Central Office Cost Drivers

Cost Drivers

Salary increases for Prior average 2.5%
Health insurance premium increase 10.1%
Increased employee participation in Health Insurance

Other Budget Factors

Change in independent audit firm increased cost
Increase cost for snow removal & control of oil spill parking lot
Change of local services for landscaping
Offsetting reduction in local fiscal services costs in majority of local budgets

Early Childhood Program Budget

FY19 Budget = \$1,483,501

Total Net Amount Assessed = \$926,157

Highgate Net Assessment = \$260,257 (28%)

This budget provides the services of: ECP Administration & Clerical support, Preschool Teachers & paraprofessionals, Speech Services, Special Education

Early Childhood Cost Drivers

Teacher salaries & benefits as negotiated locally through SU-wide staff negotiation process

Health insurance premium increase 10.1%

Increased paraprofessional support (expecting wages & insurance slightly increased student participation in Preschool Tuition Voucher payment process)

At 150-160-hour extended requirement to provide preschool opportunity to all third grade children, local minimum of 19 hours/week. Same legislation also required to pay approx. \$5,250 tuition per student to eligible children provided.

Special Education Budget

Administration Budget Components
 FY19 Budget = \$530,210
 Total Net Amount Assessed = \$245,954
 Highgate Net Assessment = \$12,020 (11%)

This budget provides the services of: Special Education Administration & Curriculum Support, Adopted Curriculum & Occupational Therapy Services, Curriculum & Instructional Services, and Special Education Services.

All Special Education Services are funded by the State.

Transfer of Special Education Expenses

As mandated by state law, the transfer of Special Education costs to the SU was begun in the 2015-16 school year with the transfer of professional staff salaries and benefits.

The 2016-17 school year, SU Special Education expenses, with the exception of a small amount, were moved to the SU. This includes student tuition, special education services, supplies, and equipment.

Items in the SU are budgeted in the same manner as they were in the local Special Education budget.

The State transfers approximately 50% of special education expenses back to the district on the FY19 IMPAC. Increased costs are not totally funded by the State.

Special Education Budgets -School Based

FY19 Budget Total = \$5,709,197
 Total Net Amount Assessed = \$2,138,031

These budgets provide funding for SU-wide teachers, school psychologists, and special education staff. Also includes student tuition and transportation to/from alternative placements, as well as supplies & equipment needs.

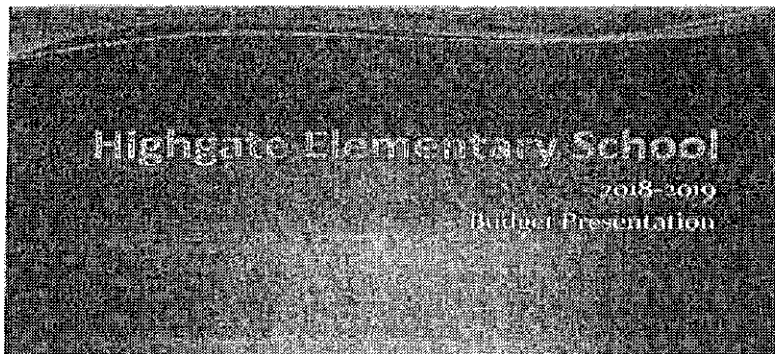
School budget line items now show SU and expenses are reflected within the SU Special Education assessments to schools.

Highgate Special Ed Budget Total = \$623,586
 Highgate Net Assessment = \$252,568 (12%)

When Special Ed moves to SU, offset Highgate budget line items.

Zeb expressed frustration and concern over the Supervisory Union (SU) budget. With more and more items being moved over to the SU, we have no say. There was lengthy discussion on the special education budget and the number of children that receive services, whether they be on an IEP (44 +/-) or receive speech and language services (50 +/-). It was noted that we also have students that are currently in a placement out of the district. Mrs. Deslandes wanted to fully understand what it costs to educate a special education student and how students qualify for services. Nola explained the three gateways of learning, but added that she is not a special educator and is not an expert on the topic. Angela Carr spoke as a parent of a child that receives services and that it does not mean there is something "wrong" with the child. She went on to state that the process to qualify a student is very lengthy and that while she does have some issues with the school, their special education program is strong and makes a difference. Zeb appreciated the information on the SU budget but would still like to see more transparency. Dianne Laroche asked about the study done with regard to ACT46 and towns voting not to merge. Our report has been submitted to the state, but we still don't know what will happen.

There will be more contact with the Agency of Education in June or July about the approval (or not) of our alternative governance structure. Norm McAllister commented on best practices and how over the last several years we have seen more and more items moved from the local budgets to the SU budget. He feels we have consolidated local control already. Sharon Bousquet, Highgate Selectboard Chair, added that part of the Selectboard's job is to follow the money. The Selectboard did question whether the SU budget could be voted on and whether state statutes do or do not allow it. This question is being taken up in the Town of Franklin today. This may determine what happens for us all. People are asking questions and want transparency. Sharon agrees with Mr. McAllister that we deserve answers. Nola added that we, as taxpayers and voters, do have a say because we elect school board reps who have representation on the SU board. To say that we have no say is just not true. Mr. McAllister had other questions, including how much money we are saving by moving things to the SU budget. The new accounting firm looks at best practices throughout the state. Ty Choiniere commented that best practice is a recommendation, not a requirement. Ty also asked for clarification, if we vote down the school budget today, are we also voting down the SU budget, or are those numbers hard numbers? The SU budget would not change with a no vote today. To change it, start attending SU meetings, school board meetings, get involved with local board members and find out what the SU is doing. John Patnode asked about reimbursement from the state and federal government and where those funds go. Lora McAllister pointed out that only Highgate special education costs are the burden of Highgate taxpayers. Ryan Maskell asked about the bookkeeping staff salaries and an increase of \$200,000.00. It was noted that all local budgets saw a reduction because funds were all moved to the SU level. Ryan also asked if the deadline for the ACT46 report was missed. The date was set for Dec. 26th and ours was filed on Dec. 27th. The extra day did not affect anything. We have since refiled it once more with additional info. Henry Rainville asked for clarification on how to change the SU budget process – contact your board members! Minutes are published online and are posted at the town offices. Nola added that unfunded mandates by the state and federal government are expensive. SU board meetings are open meetings and are typically held the first Wednesday of each month and rotate school locations alphabetically, with few exceptions. The next meeting will be March 21st in Highgate at 6:30pm. The Highgate School Board meets the second Thursday of each month, with the exception of June and July. Henry asked the school board for their opinion on voting Australian ballot. Connie feels more people can vote, however, the opportunity for discussion such as the one we are having now and questions comes from keeping the vote on the floor. Connie pointed out that very few people attended their informational session on the budget. Having the right to vote comes with responsibility to understand what you are voting on. There was a request and a second to move the question. Kyle pointed out that with a 2/3 majority the discussion will stop and we will move on to the next presentation, by voice vote – **FAILED**, so we will continue. Chris Yates asked for the Highgate School Board to present their budget.



Highgate Elementary School 2018-2019 Budget Presentation

The board and administration have worked diligently to present a budget that meets the needs of Highgate Students at a reasonable cost to taxpayers.

Professional Development

- Marzano Instructional Framework
- Response to Intervention Support for Learners(MTSS)
- Teacher Leader Support for Colleagues (*Instructional Coaches*)
- Professional Learning Communities (PLC)
- Restorative Circles
- Videotape supported supervision and evaluation
- Paraeducator training

Total Current Staff- 83.8 FTE

Professionals PreK-6	Support Staff PreK-6	Paraprofessional PreK-6
11.8	8	64
Teachers Instructional Assistants Student Support Services Principal Asst. Principal Counselor Services Prof.	Office Support Fiscal Services Custodians Technology Services PA/IS Specialist	Paraprofessionals Behavioral Intervention (BI)

Plant Operation Improvements

- Remodel two offices into 1 classroom in 4th grade wing
- Parking lot grant
- Replaced a portion of fence on side of white building
- Solar Net Metering online Dec. 2017

Up Coming Projects

- Magnetic door closure system
- Remodel of front office windows and doors
- Repair of roof valleys (*Capital Reserve funded*)

Projected Education Spending

(budget plus special articles, less anticipated Revenues)

	FY17	FY18	FY19	FY20	FY21
Ed Spending	\$4,055,000	\$4,055,000	\$4,055,000	\$4,055,000	\$4,055,000
Ed Spending /Eq. Pupil	\$13,762	\$13,324	\$12,723	\$13,706	\$13,757

Budget Considerations

- Employee Health Care Premium
New plans began on Jan. 1, 2018 state wide, 80/20 contribution, with HRA contributions of 10%, 12%, 25%
- Technology
 - New Chromebook lease
 - Networking and Infrastructure improvement

FY18 School District Budget proposed to taxpayers

\$5,125,240

What effects the tax rate?

- Budget – Proposed by school board - decided by taxpayers (\$5,125,240)
- Revenues – State/federal interest, fund balance (\$613,040)
- Equalized Pupil – 2 year weighted average of students (322.03)
- Property Tax Yield – Set by legislature (\$0.842)
- CIA – Set by Listers and state (108.29%)
- Ratio of elementary to MVU students - (Elem. 57.85 % MVU/ 42.05 %)

Equalized Pupil

- * An Equalized pupil is determined using a 2 year weighted average, with adjustments for:
 - Pre-K or Early Education Essentials (EEE)
 - Secondary students (grades 7 to 12)
 - Students in economically deprived backgrounds
 - Students for whom English is not their primary language

Highgate Equalized Pupils = 327.93

Highgate Elementary: Spending per Pupil

FY 2019 Proposed Education Spending	\$4,511,300
Equalized Pupil Count	327.93
Education Spending per Equalized Pupil	\$13,757

FY17 Spending Comparison

Budget per Equalized Pupil:
(Per 1000) (Budget 2017-18 / Equalized Pupil Count)
77th out of 88
HIGHEST SPENDING

Education Spending per Equalized Pupil:
(Per 1000)
216th out of 266
HIGHEST SPENDING

Partial Tax Calculation

$$\begin{aligned} &\text{Homestead Tax=} \\ &(1.40 * 37.95\%) / 108.29 * (200,000 / 100) \\ &51,498 \end{aligned}$$

This represents the Highgate Elementary School portion of the tax bill.

*The School Board, Administration, and Staff continue to do
our best to be responsible stewards of our children's
education and taxpayer's dollars.*

We appreciate your help and support.

Thank you!

School Board Members

Connie Janes Beyor, Chair – 868-3371 (Term ends 2020)

Nola Gilbert, Vice Chair – 868-2130 (Term ends 2018)

Richard Flint – 868-2652 (Term ends 2019)

David Roddy – 868-2540 (Term ends 2018)

Chris Shepard – 868-3984 (Term ends 2019)

Where to Learn More

- **Contact the Superintendent of Schools**

wgoodrich@fnwsu.org or 868-4967 x 17

- **Visit the school homepage**

<https://sites.google.com/a/fnwsu.org/higate-school/>

Connie stated that the SU is not a municipality and does not have the ability to collect taxes. Becky Johnson added that best practices and savings are only part of the equation and that what is best for our students and our community are important as well. The capital reserve fund has \$113,000.00 in it currently and the estimated \$53,000.00 to repair the roof will come from there. Phil Connelly had questions about the parking lot and its current condition. It is dangerous and urgently needs to be fixed. Claude Chevalier asked about page 97 in the town report involving the transfer of speech/language services to the SU which saves us \$37,000.00 but there is an increase in the special education line item for the SU. Based on caseloads, a new special educator was added. These costs were moved to the SU a few years ago and what is shown is a continuation of that. Daniel Fortin made a motion to move the question, which was seconded by Chad Carr. By a 2/3 majority show of hands, the question was moved. Motion by Chris Yates to move to a paper ballot vote, which was seconded by Tim Gingras – by a show of at least seven hands this went to a paper ballot vote. Article #4 by paper ballot vote: total votes cast 140 – YES 90 / NO 48 / SPOILED 2 – PASSED.

Article #5 – To transact any other business legally authorized to be transacted, considered appropriate and necessary when met.

Motion by Scott Martin, seconded by Chris Yates. David Rouse would like to see the school budget moved to after lunch for next year so more people are voting on it. David made a motion to move the school section of the warning to the afternoon and complete all town business first. There was discussion on who sets the warning. Historically the school has always gone first, therefore it should be a joint discussion between the town and school when next year's warning is being established. It will be taken under consideration by both boards. Mr. Rouse amended his motion for this to be an advisory vote opinion for the Selectboard and School Board to hear. The amended motion for this to be an advisory vote (opinion) was seconded by Chad Carr – by voice vote was inconclusive – by a show of hands **YES 52 / NO 31 – ADVISORY VOTE (OPINION) PASSED.** Connie Beyor wanted to thank some people – the after school program run by Joyce Ashton; the Tyler Place for recognizing improvement in educational excellence in grades four, five and six; M&C Transport for safely getting our children to school and back home; Highgate Public Works Department for plowing our roads and parking lot; and the great staff at Highgate Elementary School. Connie is stepping down from the school board with mixed emotions and thanked everyone for the honor and privilege to serve her community and appreciates the taxpayer's support of Highgate Elementary School with their hard earned dollars. Kyle made a motion to adjourn for lunch @ 1:02pm, the motion was seconded by Zeb Maskell. Kyle asked everyone to be back by 1:45pm.

LUNCH BREAK UNTIL 1:45pm

After lunch Richard Flint presented Connie Beyor and Nola Gilbert with plaques for their service to the school board. Their service is very much appreciated! David Roddy was not present at that moment but he will be honored before the end of the day for his 27 years of service. Kyle reminded everyone to direct any questions directly to him as we proceed with the rest of the warned articles.

ADJOURN THE TOWN SCHOOL DISTRICT MEETING AND REENTER THE TOWN MEETING

Article #3 – Shall the voters of the Town of Highgate vote all public questions by Australian ballot?

Motion by Kelly Rainville that we actually discuss this article this year and not just table it. The motion was seconded by Ryan Maskell. Kelly is conflicted by this. She has concerns about the crowd growing older that attends town meeting. Dianne Laroche would hate to see town meeting go away. Chris Yates pointed out that moving only public questions to the ballot would leave everything on the school side from the floor, as well as the CIP, General Fund and Highway Fund on the town side. We would still be voting budgets from the floor to allow conversation and amendments. If this article passes, it will not affect anything happening today, it would take affect at the next Town Meeting or Special Town Meeting. Phil Ladue questions if moving the meeting to the evening or on a weekend would help attendance. Moving the meeting to a later time would keep us here until after midnight, our meetings tend to be long. Last year we started at 10am and went until 6pm. Heather Cota commented that many young people want to vote, and that polls are open 7-7 and everyone should have that right to vote. Henry Rainville compared this to when MVU moved to Australian ballot years ago. The theater used to be full for the floor meeting and vote, now hardly anyone goes to an informational meeting. Lori Olds noted that having informational meetings on the same night as others makes it hard also. Sharon agrees, and also noted that the Selectboard works with the Highgate School Board on these schedules, but that our info session on the ambulance services was already set before we knew it was also MVU's informational budget meeting as well. We will try to avoid any conflicts next year. Zeb feels if your town is important to you, you will get to town meeting. Zeb is not in favor of Australian ballot. Nancy Flint agrees with Zeb. Kelly would like to see all the informational meetings aired at a time that is convenient for people to see them. The town has our own YouTube channel so Selectboard meetings are available to watch any time, not just when they are aired on cable. Ty Choiniere said he was at the school info meeting and our Superintendent assured us that he was going to work with NW Access TV to offer the same services that the Town of Highgate does. Article #3 by voice vote – **FAILED.**

Article #4 – Shall the voters of the Town of Highgate set the final date of payment for FY2019 property taxes to be Thursday, November 1, 2018 with payments to be received in the town office by 5:00pm?

Motion by Zeb Maskell, seconded by Clarence Miller. Peter Tinella asked if the November 1st date causes any issues for the town – no. Mr. Ladue would prefer to have quarterly payments. Anyone can come see Shelley at any time to set up a payment plan if yearly does not work for them. We did try a number of years ago to move to two installments and that was voted down. Maurice Parah said he comes in and pays towards taxes whenever he has extra money and it works well for him. Becky Johnson spoke that she has struggled with paying once a year and Shelley is very receptive to making it work with a payment plan. Becky added that the town also puts out a lot of information on everything via social media, website and on their YouTube channel. Article #4 by voice vote – **PASSED.**

Article #5 – Shall the voters of the Town of Highgate appropriate \$7,424 for home health services provided by Franklin County Home Health Agency, Inc.?

Motion by Claude Chevalier, seconded by Henry Rainville. This article and amount are the same as last year's request and this was a petitioned article. Courtney Bates was present from FCHH and gave some data on services they provide to Highgate residents, for example, in 2017 there were 3,175 visits to 83 Highgate residents providing home health services. These services include nursing care, physical therapy, speech services and occupational therapy. Diana O'Hara thanked them for the wonderful job they do. Mrs. Deslandes asked where their sources of payment come from to which Courtney responded they are funded through Medicaid, donations, fundraising, and town funding. Becky Johnson feels \$7,424 is a small amount of money to serve 83 members of our community. Article #5 by voice vote – **PASSED**.

Article #6 – Shall the voters of the town of Highgate appropriate \$50,000 to be held in escrow to be used for the Highgate Library & Community Center building fund?

Motion by Zeb Maskell, seconded by Claude Chevalier. Henry asked why this is not part of the CIP. Last year the library request was cut from the CIP so the trustees petitioned an article. This year they did the same thing. As a board, they wanted to stand on their own. Last year \$50,000 was approved and this year they are asking for another \$50,000 as a capital investment for a new library building at some point in time. Richard Flint noted that we have a lot going on and for this year he would like to table this request. Kelly Rainville asked about the timeline for a new library. Karen Fortin thinks it will be a 5-7 year timeline projection. The feasibility study that was completed told us the cost will be approximately \$2.1 million for a new building, but not necessarily all of that will be coming from the tax base. We can also apply for grants and other funding options. Mr. Ladue feels our current space serves our needs and we don't need a new library. Everything is going electronic and books are becoming a thing of the past. He also feels our library is more like a day care. Zeb totally disagrees with this. He has lived here for 50+ years and he knows there is much more that goes on in that building. He would like to see funds from property we currently have for sale go towards the library and community center's future. Rich Wilkens added to the conversation that with a bigger facility will also be the need for more staff, more maintenance, etc. and the budget will also go up. This is not just about building a new facility it's about maintaining it, heating it, security, insurance, and the list goes on. We just don't need a \$2.1 million dollar library. Lynn Calderwood asked about the roof repair. Rebecca Howrigan, Chair of the Library Trustee Board, responded that the library roof was repaired in 2017 but was not part of the \$50,000 request at town meeting last year. Those funds were put in escrow for the future of the library. Richard Noel commented that the \$2.1 million is just a proposal, not a given. Shelley clarified, per Richard's request, that .01 on the tax rate generates about \$39,000.00 based on the current grand list. Ty would like to amend this article. Chris Yates isn't sure we can, because it was petitioned. Kyle would like confirmation before anything is amended. Lisa Wells feels we have other things to prioritize before we hand out large amounts of money to the library. Becky Johnson urged people to invest in the library and support its growth and she commended the staff. Joe Depatie added that the new space would not just be a library it will also include a community center and he wanted to hear more info on it. Karen Fortin commented that rural libraries are becoming more and more like community centers, referring to a recent retreat the trustees attended. Libraries are also a safe haven for kids, giving them access to computers. Businesses use libraries to meet with employees, and social service agencies meet with clients. Maurice Parah feels we don't need a community center, noting that towns larger than us, like Fairfax, don't have one. Shelley Laroche reached out to Sarah Jarvis at VLCT. They instructed us to treat this article as we would any other article and that it can be amended. Mary Roy asked for clarification on how much is in the escrow account – just the \$50,000 from last year – yes. Andy King asked about any revenue sources that might be part of the new space. Rebecca said they are not that far into the process but would like to have a space to rent out for parties, baby showers etc., but also be able to offer the space free of charge to scout troops or 4H groups. Heather Cota would like to see more programs for kids and teens, but feels \$2.1 million is just too high. Motion by Ty Choiniere to amend this article down to \$25,000.00. The motion was seconded by Rich Wilkens. Sharon pointed out that earlier in the school budget presentation we saw how much money is spent on Pre-K. Our library does a fantastic job with those children and they reach out to community members of all ages. Keeping our children in safe places is important! Zeb Maskell made a motion to move the question, which was approved by voice vote of 2/3 majority. Kyle asked for a motion to approve the amendment. There was a motion and a second from the floor to approve the amendment down to \$25,000.00. Kyle read the article aloud now at the new amount of \$25,000.00. By a voice vote it was inconclusive – by a show of hands **YES 65 / NO 50 – PASSED**. Article #6 to approve \$25,000.00 to be held in escrow for the Highgate Library & Community Center building fund – **PASSED**.

Article #7 – Shall the voters of the Town of Highgate appropriate \$278,500 to meet the expenses and liabilities of the Capital Improvement Plan, with an estimated \$278,500 to be raised by taxes?

Motion by Chris Yates, seconded by David Roddy. This is not a new budget item. We have voted on the CIP for the last few years. Sharon explained how capital planning benefits our town. Luc Dupuis, Chair of the Planning Commission, went through the CIP chart, shown on page 44 of the town report. Following the 2019 column, you will see that the \$278,500 is made up of: \$10,000.00 storage building; \$15,000.00 replace roadside mower; \$20,000.00 towards replacement of a highway department truck; \$15,000.00 towards the replacement of the Machia Road bridge (B25); \$25,000.00 towards slope stabilization at the transfer station site; \$183,500.00 for the town's match to stabilize the Machia Road slope; and \$10,000.00 towards

the Machia property municipal planning grant. Barb Chevalier asked if we were under budget on other projects and those funds can come back to the voters to be reallocated. Yes, we were under budget \$14,250.00 on the HVFD floor and we were also under budget approximately \$10,000.00 on the sidewalk project. Motion by David Roddy for Heidi Britch-Valenta to speak, as she is not a Highgate resident. The motion was seconded by Chris Shepard – by voice vote – **PASSED**. Heidi confirmed the numbers and it was decided that the \$24,250.00 can be discussed at the end of the meeting under other business. David Rouse feels we really don't have funds left from the sidewalk project because it is always under water on Lamkin Street. Henry added some food for thought about the municipal building roof. It has been leaking for several years and is still not repaired. None of us would let our house roof leak for that long. He does not feel that the \$10,000.00 already set aside is nearly enough. Regardless, he feels the board should get the roof repaired and pay the bill. He asked our Selectboard to be our leaders, and to please lead. Motion by Ryan Maskell to move the question. The motion was seconded by Zeb Maskell. Article #7 by voice vote – **PASSED**.

Article #8 – Shall the voters of the Town of Highgate appropriate \$764,718 to meet the expenses and liabilities of the Highway Fund, with an estimated \$555,651 to be raised by taxes?

Motion by Chris Yates, seconded by Henry Rainville. Chris thanked the Selectboard for attempting to level fund this year's budget but disagrees with how it was done. He believes we owe it to our employees to give them a cost of living increase. Motion by Chris Yates to make an amendment of \$5,645.00 to give a cost of living increase to the highway department employees. The motion was seconded by Andy King. This equates to an increase of just under 4%. Those in favor of amending the article to add \$5,645.00 by voice vote was inconclusive – by a show of hands YES 75 / NO 31 – the amendment **PASSED**. Sue Cota thanked the PWD for their hard work during the flooding and for adding additional lighting in her neighborhood. David Rouse wants to see the department go back to year round five day work weeks and would also like taxpayers to really look at what we are giving town employees for raises. Henry asked about sand and why we are spending so much less in the coming year. With the land donation on Frontage Road also came quite a lot of sand, which has been a huge savings for us. Peter Tinella would like to see the whole road sanded, not just down the middle. Josh LaRocque said they have turned up the spreader speed some but don't want all the material to end up in the ditch. As it melts, the material does make its way to the outside. Mr. Tinella said it has improved some, but is still not good. Mr. Parah had comments about Gore Road and Franklin Road. Josh LaRocque made note of the comments being made. The article has been amended to read *shall the voters of the Town of Highgate appropriate \$770,363 to meet the expenses and liabilities of the Highway Fund, with an estimated \$561,296 to be raised by taxes?* – by voice vote article #8 as amended – **PASSED**.

Article #9 – Shall the voters of the Town of Highgate appropriate \$1,022,590 to meet the expenses and liabilities of the General Fund, with an estimated \$467,050 to be raised by taxes?

Motion by Chris Yates, seconded by Chris Shephard. Chris Yates made a motion to also amend this budget to include a cost of living increase for all employees, including the library staff. The same percentage, 4%, would add \$7,710.00 to the numbers. The motion was seconded by Andy King. Kelly Rainville would like to make an amendment to this motion and lower it. Claude Chevalier asked for clarification in the town report on what makes up the general fund budget. Shelley referred him to the pages in the town report that show the general fund expenditures and revenues. Mr. Tinella asked when was the last time employees received a cost of living increase and how much it was – last year, and it was 4%. Henry asked if there had been any changes in health care costs. Yes, employees that use the health insurance had to absorb 8-10% increases in their premiums each of the last few years. The town contributes \$750.00 per month towards health care premiums. Chris Clodgo commented that we just guaranteed our public works department a 4% raise, but we aren't going to do the same for the rest? Mr. Tinella spoke that he has gone back and forth on this and said a lot of people are in the same boat, but we have a chance to make it right for our employees, so we should vote this through. Lynn Calderwood asked about those employees that do not take the health insurance. Those who do not take the insurance receive a buyout of \$4,800.00 per year. Lynn asked for clarification that the health insurance costs are only affecting half of the employees, not everyone – correct. David Rouse asked about projected raises already in the budget, using the town clerk's salary as an example. Mr. Rouse was looking at the wrong column. No raises were included in the budget as presented in the town report, as an example, the town clerk's salary as presented was only going up .25 cents for the year. Rich Wilkens urged people to be reasonable, because a raise had already been approved for other employees, and we need to treat them equally. Motion by Zeb Maskell to move the question and vote on the amendment – by voice vote – **PASSED**. John Patnode asked for a better of understanding of the "bad debt" listed on page 56 \$28,500.00. These were the funds due to and paid to MVR as part of the mediation and settlement from the lawsuit. Mr. Patnode did not feel like his questions were being answered. Sharon explained the issue and how we used to pay for dispatching fees in a very confusing way, which will never happen again. Mr. Patnode wanted to know where those funds went if they were part of a previous budget, back in 2011 – 2012. Mr. Patnode noted that last year the town decided to spend surplus funds on the Machia property purchase. Sharon went on to explain that the mistake with short paying MVR was due to an improperly recorded check by a previous treasurer. David Rouse asked about the changes to the town administrator section and the new grant administrator role. He had an issue with the new grant administrator job not being posted publically. David questioned if writing grants was part of the job that was already being done. Sharon answered that one person was

being asked to do too much, so the zoning piece was taken out and a part time employee was hired. The board felt the grant writing piece was being done but not being covered as thoroughly as it should be. So the decision was made to split the jobs of TA / ZA and rework the official duties of both positions. Going to an outside company for grant writing was not feasible. Some grants have costs built in so that the person administering them can bring more funds back to the town than they are even being paid. Sharon used the sidewalk project as an example. We recently got word that we received the \$75,000.00 ADA grant and also a large grant to stabilize the Machia Road bank. Mr. Rouse's point is that the job should have been posted publicly for other to apply. Sharon feels this job requires special skills and the board discussed it at length many times. Keith Plouf asked about law suits the town was involved with and the outcomes / costs involved. MVR – several of the counts were dismissed and it became apparent it was only going to get more expensive so they pushed for mediation and MVR agreed. Article #10 is what came out of that mediation as well as paying the \$28,500.00. Our legal fees for MVR were approximately \$12,000.00. Law suits with Andy Leduc costs were approximately \$10,000.00. The Development Review Board was involved in a suit with Deso / Leduc at a cost of approximately \$10,000.00. And the Elwood property was a health order that is almost settled. The rest are all settled now. The town does not currently own the Elwood property on Lamkin Street, but should soon and then we will be able to sell it. David Roddy commented that Heidi has been very helpful to the school in looking for grants for the generator and the parking lot project. Mr. Patnode proposed an amendment to this article to remove \$21,000.00 from the bad debt line item and use money from surplus that we now have to pay for the bad debt. Shelley stated there is no surplus available that she is aware of. It was voted on last year to use it for the purchase of the Machia property. Motion by Henry Rainville to move the question, seconded by Rich Wilkens. The motion on the floor is to take \$21,000.00 from the "slush fund" and deduct \$21,000.00 from the general fund and take \$21,000.00 from the surplus that we don't have to repay it. By a voice vote – **FAILED**, the amendment was defeated. Motion by Eric Chevalier to move the article, which now reads *shall the voters of the Town of Highgate appropriate \$1,030,300 to meet the expenses and liabilities of the General Fund, with an estimated \$474,760 to be raised by taxes?* By a voice vote article #9 as amended – **PASSED**.

Article #10 – Shall the Town of Highgate contract with Missisquoi Valley Rescue for all ambulance services under a contract identical to the one to be circulated at Town Meeting Day, with such services beginning on July 1, 2019?

Motion by Richard Flint, seconded by David Rouse. Sue Cota spoke and identified herself as the chairperson of the Highgate Concerned Citizens and she believes MVR deserves to come back to Highgate and serve our town. Skyler Messier also spoke, referring to an incident last week with her husband which MVR treated him and transported him because he refused to call AmCare. Heather Cota also spoke about her experience with both services and response times. Kelly Rainville attended the informational session last week on this as well. Kelly feels that today is the only day that taxpayer voices will be heard. If we vote no it will be back in the Selectboard's hands. She also feels their voices were ignored back in 2016 and feels that we are taking a risk every time AmCare is dispatched to a call because MVR could get there sooner. Sharon pointed out that for today's vote purposes, both dollar amounts with AmCare and MVR are proposed as the same. Both services have wonderful members and very dedicated people. There is a possibility that dispatching fees will be different, but we can't project if that will be the case. Angela Carr spoke regarding her parents who live on US Route 7. MVR is much closer and can respond faster than AmCare. Angela also runs a day care and she would prefer to have the closest service respond. Zeb painted a different picture of MVR. He has always been an MVR supporter, however, a few years ago he lost his mother to cancer. His mom was brought back from St. Albans with a home health care nurse and was transported by MVR. Zeb commented on the unprofessional behavior of MVR personnel and the home health nurse having to ask them for help with the patient. Zeb stated they do not deserve to be put up on a pedestal and should not have an exemption just because they filed a lawsuit and are not the "greatest thing since sliced bread". Lynn Calderwood thanked the board for trying to heal the wound in our community. The Selectboard let the voters know that a letter has already been sent to AmCare that we do not want to auto renew our contract. This would allow for an even playing field and bidding process if today's vote is no. David Rouse feels AmCare runs like a business. When they call for mutual aid they call their own back up instead of the closest service. He would also rather see MVR respond to his place of employment at the border crossing. David feels MVR can respond more quickly. Richard Noel asked for clarity on what a yes or no vote means. YES = we contract with MVR for three years starting 7/1/19 and NO = the ambulance contract for Highgate would go out to bid. Voting yes today means no bidding process. John Patnode added that a yes vote today means we are voting for the contract that is available to look at today, the Selectboard did not mention that part. Yes, the contract is available to look at today on the info table, and it was also available at the informational meeting last week. Kellie Uzell asked if at the end of the MVR contract, would the town then be able to vote Australian ballot? State statute states that the Selectboard has the authority to make decisions on all contracts. There was discussion on an advisory vote. Kelly Rainville again pointed out that she feels today is the only day the board has to listen to the voters opinion. Sharon disagreed because it is the job of the Selectboard to listen to the people. It is their job, but they are not legally constrained to do so. Zeb wanted to know if this article could be amended. No, it cannot be amended, because it is court ordered. The vote from 2016 is in the past – our job today is to vote on the article that is before us. Sharon asked that people vote with their heads and whatever happens we will work with them and be respectful. There was a motion to call the question, which by voice vote was found inconclusive, and by a show of hands **YES 72 – NO 41**, the question has been called.

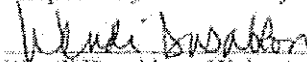
Motion by Ty Choiniere and seconded by George Greenwood to go to a paper ballot vote. Article #10 by paper ballot vote: total votes cast 135 – YES 77 / NO 58 - PASSED.

Article # 11 – To transact any other business legally authorized to be transacted, considered proper and necessary when met.

Motion by Chris Yates, seconded by Ryan Maskell. Richard Flint presented David Roddy with his plaque and thanked him for 27 years on the school board. Richard again thanked all three of them, David, Nola and Connie. Between the three of them there have been many meetings and hours spent together all doing great things for our town and school. Sharon would like to vote on the \$24,250.00 that is remaining in the CIP (sidewalk and HVFD floor projects). Henry Rainville would like these funds to be reallocated to fix the municipal building roof. There was a motion and a second from the floor to reallocate these funds towards the municipal roof, which by voice vote – **PASSED**. Jean Chevalier wanted to thank Sharon Bousquet and the Highgate Vol. Fire Department for their great work during the flooding. Liza Comiskey promoted the CPR course being offered through the library. A deposit is required which you will get back when you show up for the class, so it is essentially free. This first class is full but they will offer another one in the summer and hope to do more in the fall. Memorial Day is coming up and community members are always needed to help plan the festivities in town. HVFD is partnering with Swanton Fire and the Red Cross for an event on April 7th installing smoke detectors in homes. This is a free event also and you must register in advance. Ty Choiniere believes we jumped the gun on the last vote regarding the \$24,250.00. He feels that more discussion was needed and there was a lot of celebration and distractions going on. Mr. Tinella stated that no one challenged the chair on the last motion. Lisa Wells is challenging the chair. There was more discussion on the roof. We already have \$10,000.00 in reserve prior to today. David Rouse feels any left over money from the sidewalk project should stay with the sidewalks because of the water issue we are having there. It was noted that last year we approved \$80,000.00 for ADA modifications at the municipal building. We have since been notified that we have received a \$75,000.00 grant towards that project, so whatever is left can be reallocated at next town meeting. Henry would like to take half of what is left from the ADA project and put it towards the roof project this year. Rich Wilkens doesn't want to go into that ADA project money because we may or may not have the surplus, we just won't know until the actual project is done. Everything that we have at this point is based solely on estimates. We won't have firm numbers until things are put out to bid and when bills come in. Henry sees no point in doing the ADA renovations under a roof that is leaking. Henry also feels the board has the right to fix the roof no matter what it costs. We have had a lot of people look at the roof over the years, but have gotten no formal bids to do the work. Ty Choiniere would like to use \$1,000.00 to fix the concrete benches in the park before Memorial Day. Motion by Rich Wilkens to spend \$23,250.00 on the roof and \$1,000.00 to fix the benches. Henry would like \$40,000.00 from the ADA funds in addition to \$23,250.00 left from sidewalk and floor projects for the roof and \$1,000.00 for the benches. Keeping in mind the \$10,000.00 already set aside for the roof, that would be a grand total of \$73,250.00 for roof repairs and \$1,000.00 for fixing the benches. Motion by Henry Rainville to use the \$23,250.00 (overages sidewalk and floor) plus \$40,000.00 from the ADA project to go towards roof repairs, not a whole new roof, and \$1,000.00 to go towards repair of the cement park benches. The motion was seconded by Tim Gingras - by voice vote – **PASSED**. Sharon noted that last year we talked about when we use money from the CIP that we get approval from the voters. We have also applied for grant funding for a new fire truck in the amount of \$100,000.00. If approved, that amount plus what we have in reserve already is enough to purchase a new fire truck. Motion by Eric Chevalier for approval to proceed with the purchase of a new fire truck if the grant funds are received. The motion was seconded by Ryan Maskell. There was further discussion on this. Chris Yates asked to clarify, the board is asking permission to expend funds in the CIP for the fire truck, plus an additional \$100,000.00 if the grant is awarded – yes, that is what is being asked of the voters. Joe Depatie let everyone know our current truck is 30 years old so this is a truck we need, not just want. It is not extravagant in any way, but what we need as a department to serve the community well for many years to come. The motion on the floor is as follows: to allow the Selectboard to use the \$234,272.00 in the CIP that is tagged for a fire truck, if and hopefully when the \$100,000.00 grant funding is awarded and allow the Selectboard to move forward with the purchase of a fire truck – by voice vote – **PASSED**. Chris Yates asked the board to consider starting Town Meeting at 9am next year. The Selectboard was open to that option for 2019 Town Meeting.


Motion by Chris Shepard to adjourn Town Meeting 2018 @ 5:12pm. The motion was seconded by Zeb Maskell (and everyone else) – by voice vote – **PASSED**.

Respectfully submitted by:


Wendi Dusablon, Highgate Town Clerk

Minutes approved by:


Sharon Bousquet, Selectboard Chair


Connie-Jayes Beyon, School Board Chair


Kyle Lethian, Moderator

FRANKLIN NORTHWEST SUPERVISORY UNION

Superintendent of Schools' Office
100 Robin Hood Drive, Suite 2
Swanton, VT 05488

Tel: (802) 868-4967

Fax: (802) 868-4265

Julie Regimbal, Superintendent

Tania Hayes Kosha Patel Lora McAllister Robert Gervais Jeff Benay, Ed.D
Dir. Special Education Curriculum Director Business Manager Technology Administrator Dir. Indian Education

Dear Highgate Community;

On the following page you will see warnings for Town Meeting Day articles of which there will be very few articles for a vote from our local school district. Specifically, the Highgate School Board will be asking voters to consider a land transfer article and a School Directors reports article. Outside of these important articles, there will be no school business at Town Meeting.

As you may know, the State Board of Education has determined that our local schools will merge into a New Unified District. The timeline for that has implications for Town Meeting Day elections. The New District Temporary Transition Board will not organize until February 20th at MVU. Until that board has been sworn in, and holds its first meeting, there is no board with authority to warn a meeting to conduct business for next school year. We expect that they will quickly warn a special meeting to approve Articles of Agreement for the New Unified District and the election of new school board members. That special election will take place in late March at the earliest.

Once the New District Board is elected and organized, they will adopt a new budget and warn another special meeting for the voters to approve that New Unified District school budget. That will likely take place in late April.

Local school district board members who have terms that expire on March 5th can be reappointed to their seats by a majority vote of the school board when it meets in March. Unless there is an injunction or court order stopping the merger activity, the local boards will be no longer function after June 30. The New Unified District Board will take over the responsibility for our schools.

Thank you for your continued support of our schools and your patience as we move through this transition.

Respectfully,

Julie Regimbal
Superintendent
Franklin Northwest Supervisory Union

2019 Highgate School District Meeting Warning

The legally qualified voters of the Town of Highgate, Vermont are hereby warned and notified to meet at the Highgate Elementary School Gymnasium on Tuesday, March 5, 2019 at 10:00 a.m. to transact the following business:

- ARTICLE #1:** To elect from the legal voters of said Town the following officers:
1) One Moderator for the ensuing year
- ARTICLE #2:** To act upon the reports of the School Directors.
- ARTICLE #3:** Shall the voters of Highgate School District approve the transfer of approximately one-quarter (.25) acre of land, known as the Nadeau Property, for the sum of \$1.00 to an independent board of trustees comprised of three (3) Highgate community members, with the purchase being completed by June 30, 2019?
- ARTICLE #4:** To transact any other business legally authorized to be transacted, considered appropriate and necessary when met.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

2019 Town Meeting Warning ~ Highgate Vermont

The legal voters of the Town of Highgate, Vermont, are hereby notified and warned to meet at the Highgate Elementary School in the Town of Highgate on Tuesday, March 5, 2019 between the hours of seven o'clock in the forenoon (7:00 A.M.), at which time the polls will open, and seven o'clock in the evening (7:00 P.M.), at which time the polls will close, to vote by Australian ballot upon the following Articles of business:

ARTICLE #1: To elect the following town officers:

- 1) A Moderator for the ensuing year;
- 2) One Town Clerk for a term of three (3) years;
- 3) One Town Treasurer for a term of three (3) years;
- 4) One Selectboard Member for the term of two (2) years;
- 5) One Selectboard Member for the term of three (3) years;
- 6) One Lister for the term of one (1) year remaining on a three (3) year term;
- 7) One Lister for the term of two (2) years remaining on a three (3) year term;
- 8) One Lister for the term of three (3) years;
- 9) One Trustee of Trust Funds for the term of three (3) years;
- 10) One Library Trustee for the term of five (5) years;
- 11) One Cemetery Commissioner for the term of five (5) years;

The legally qualified voters of the Town of Highgate, Vermont are hereby warned and notified to meet at the Highgate Elementary School Gymnasium on Tuesday, March 5, 2019 at 10:00 a.m. to transact the following business:

ARTICLE #2: To receive and act on the reports of the town officers for the past year.

ARTICLE #3: Shall the voters of the Town of Highgate set the final date of payment for FY2019/2020 property taxes to be **Friday, November 1, 2019** with payments to be received in the town office by 4:30pm?

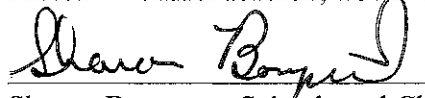
ARTICLE #4: Shall the voters of the Town of Highgate appropriate **\$7,424** for home health services provided by Franklin County Home Health Agency, Inc.?

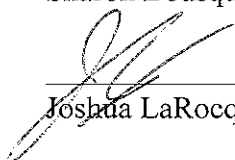
2019 Town Meeting Warning ~ Highgate Vermont


- ARTICLE #5:** Shall the voters of the Town of Highgate amend the start time for Town Meeting beginning in March, 2020 to **9:00am**?
- ARTICLE #6:** Shall the voters of the Town of Highgate appropriate **\$450,000** to meet the expenses and liabilities of the **Capital Improvement Plan**, with an estimated **\$450,000** to be raised by taxes?
- ARTICLE #7:** Shall the voters of the Town of Highgate appropriate **\$751,344** to meet the expenses and liabilities of the **Highway Fund**, with an estimated **\$600,644** to be raised by taxes?
- ARTICLE #8:** Shall the voters of the Town of Highgate appropriate **\$1,009,801** to meet the expenses and liabilities of the **General Fund**, with an estimated **\$405,479** to be raised by taxes?
- ARTICLE #9:** To transact any other business legally authorized to be transacted, considered proper and necessary when met.

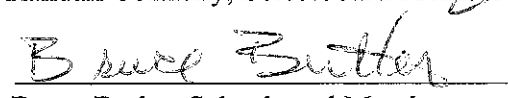
Dated at Highgate Center, Vermont this **17th day of January, 2019**

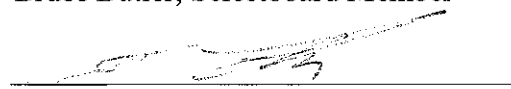

Attest: Wendi Dusablom, Town Clerk


Sharon Bousquet, Selectboard Chair


Joshua LaRocque, Selectboard Vice-Chair


Randall Connelly, Selectboard Member


Bruce Butler, Selectboard Member


Steven LaFar, Selectboard Member

SELECTBOARD REPORT – 2018

Dear Friends and Neighbors,

This has been a very busy year in the Town of Highgate. Many projects have begun, others have been funded and the routine maintenance of Town buildings, grounds, roads, and community programs is on-going. These are the highlights:

- 1) B25 Bridge – The Bridge in East Highgate is well on its way to completion. The contractor expects the new bridge to be open to traffic in the fall of this year.
- 2) Machia Road Slide – The erosion of the Machia Road continues; but engineers are exploring options for a feasible repair. Initial testing shows that this project will exceed the original cost projections. The Selectboard has asked for additional funds in the Capital Improvement Plan to assist in covering additional costs incurred by the Town.
- 3) Municipal Roof – Funding for a brand new roof was approved by a special town vote. The contractor began the project in January and hopes to be finished by early spring.
- 4) Transfer Station Landslides – The Town of Highgate is legally obligated to protect the old Town Landfill. With several landslides threatening that landfill; we have begun the design phase of necessary repairs.
- 5) The Machia Property – The environmental testing has been completed with only minor needs for abatement. The clean-up process will begin in February and the old Steinhour Café should be removed from the property this spring. Possible developmental designs were unveiled in January.

We wish to thank all of the Town's employees and the many volunteers who serve this community. They make all the difference in the world.

Sincerely the Selectboard,

Sharon Bousquet – Chair
Josh LaRocque – Vice Chair
Randy Connelly
Bruce Butler
Steve LaFar

Public Works Department Report

HIGHGATE PUBLIC WORKS seeks to provide essential services to our citizens in a prompt courteous, safe, efficient, and cost-effective manner. The HIGHGATE PUBLIC WORKS DEPARTMENT, Through its dedicated employees, Butch Brosseau, Nick Scott, Luke Choiniere strive to plan, design, build, maintain, an operate town infrastructure in a manner that respects the environment and ability of government to adequately preserve these assets for succeeding generations. Our mission is to provide and maintain the public services necessary for the safety and continued growth an improvement of quality of life for the citizens of Highgate.

In 2018, The Public Works Dept. had a challenging summer season with losing the foreman and Butch Brosseau stepping up into the position of Public Works Dept foreman. The Public Works Dept attempted to maintain and keep pace with the completion of various projects with only a limited crew of two men. A large ditching project was completed on the Tarte Rd along with some ledge removal in front of the former tarte farm. Two separate locations along the Tarte Rd received new stoned lined ditching and a culvert was installed to improve drainage. These two sites were Grant funded projects. Two undersized and failing culverts on the Jones Rd where replaced. Four failing steel culverts were replaced on the Gore Rd between Tarte Rd and Cassidy Rd. An equipment Grant allowed for the purchase of a new Hydro Seeder to assist in the finishing of our digging projects. We plan on replacing more failing culverts in the future to keep the roads of Highgate safe to travel. The Public Works Department is here to serve this wonderful community.

Due to the Public Works Department labor shortage and Pike Industries busy schedule the paving for FY1819 has been postponed and scheduled for the FY1920 along with the paving for FY1920. There are several Grant projects in the plans for FY1920 that will include drainage and roadway improvements on Hanna Rd, Frontage Rd, and Mill Hill Rd.

Town officials continue to work with state agencies to maximize opportunities with training, funding, and efficiency upgrades, while ensuring compliance with the changing requirements. The challenges of an aging culvert inventory, water quality issue's erosion concerns. road inventory/classification, audits, accessibility, and safety requirements are all potentially mitigated by remaining closely associated with other state and federal agencies. There are many programs out there for our town to obtain funding from outside sources such as Better Back Roads, AOT Class Highway Aid, VTrans Bike and Pedestrian Program, and we are fortunate to have staff that dedicate much time to obtaining grant money for our department to utilize.

I would like to take this time to thank Luke Choiniere for coming aboard this fall to take on the tasks at hand. There are far and few people that give up things to be on call 24/7, and for that I thank him.

The HIGHGATE Public Works team and Town Officials wish to extend our gratitude to the Residents of Highgate for your continued support making Highgate a great place to experience. Please feel free to contact us with any questions or concerns.

Thank you

PUBLIC WORKS DEPARTMENT

TOWN ADMINISTRATOR'S REPORT FOR 2018

GRANT FUNDING- A full summary of 2018 grants is attached and below I have listed some comments to help you make sense of the information. Shaded areas are pending applications and are on the list just for planning consideration.

WHAT TAKES SO LONG? You will see some grants on the list for multiple years such as the B-25 Machia Rd Bridge which we were awarded in 2013 and anticipate completion in 2019. Federal/State Funds are a huge boon to our local budget but can be very cumbersome and time consuming because of the required environmental assessments and multi-agency reviews. The upside is that many of these grants allow for the administrative hours to be used as in-kind match. In this way, I have been able to bill \$12,501 for Admin fees to various grants in 2018.

FEMA- HMG TRANSFER STATION STABILIZATION- This grant has been approved for Phase I Design work to manage stormwater damage to the banks. Estimates from this phase will allow the Selectboard to decide if they want to proceed with the application for the whole construction project in Phase II.

MUNICIPAL ROADS GENERAL PERMIT (MRGP) & HIGHWAY GRANTS- MRGP went into effect in 2018 and mandates that municipalities correct a certain number of water quality road issues each year. Highway grants have been a big help with that requirement and they are favorable for the Town because we are allowed to claim Public Works Dept (PWD) hours and equipment as our in-kind match. In this way, we have been able to bill \$62,224 for PWD hours and equipment in 2018 while accomplishing several important road projects.

FIRE DEPARTMENT GRANTS- We are hopeful to get assistance with our fire truck purchase from either of two grants that were submitted. The smaller is \$50,000 toward the cost and the larger is \$100,000. Either would be a great help toward the purchase to get the FD volunteers into a newer, safer vehicle.

ADA ACCESSIBILITY GRANT- We were awarded \$92,500 toward ADA upgrades at the Municipal Complex. This work has been delayed for environmental testing but we are ready to move forward in the spring.

MACHIA PROPERTY DEV-a.k.a. Village Core Master Plan (VCMP) A Committee has been working with the consultants on designs for the property that involve public investment in a library and private investment in the business component. They presented the concept designs at the Selectboard Mtg on January 17th and the link to the plans is on the website. We have been funded by the Brownfield program to eliminate the Stinehour Café and dispose of it properly. The balance of the property will be remediation following voter approval of a development plan.

OTHER PROJECTS-

MUNICIPAL COMPLEX NEW ROOF! We are happy to report that the new roof was installed at the complex.

ARENA- The new dehumidifier to replace the failed system was paid for as an insurance claim.

ROAD SIDE CLEAN-UPS- We have been working with Dept of Corrections to clean up some illegal dumping around town and it has a cost. Please help to eliminate road side dumping by reporting it to the Sheriff 524-2121, VSP 524-5993, or anonymously by going to the ANR Compliant site <https://dec.vermont.gov/enforcement/reporting> or by calling 802-828-1257.

SOLAR—Highgate has saved \$7,351 from our municipal power bill in the first year of our net metering agreement with Frontage Rd Solar, LLC. The site also contributes to the grand list and generates a tax contribution of \$5,500 each year. We believe the proposal from Ranger for the 20 Mega Watt project on St. Armand Road is no longer feasible and do not anticipate any further interaction with them.

All of these projects are planned at public meetings and all residents are invited to participate. The minutes, and studies are all available on the website or by request from the office. Meetings are posted in the paper, around town, on the electronic sign, on facebook and on our website highgatevt.org. Please let me know if you would like to get email notifications of special events/meetings.

Heidi Britch-Valenta
Town Administrator/Grant Administrator/ Planner
868-4922
hvalenta@highgatevt.org

2018 TOTAL GRANT LIST
ANNUAL REPORT

	A	B	C	D	E	F	G	H	I
1	name of funding source	grant amount	Project total amount	CASH MATCH	IN-KIND MATCH	MATCH %	PROJECT NAME	LOCATION	PROJECT STATUS
2	AOT-CAPITAL FUNDS PROGRAM	\$4,923,404.00	\$5,182,530.00	\$ 259,126.50	\$ -	5%	MACHIA RD BRIDGE	EAST HIGHGATE BRIDGE @ INTERSECTION W RT 78	PROJECT IN PROGRESS; 2019 COMPLETION
3	AOT-MUNICIPAL ASSISTANCE STORMWATER GRANT	\$734,800.00	\$900,000.00	\$183,000	\$ -	20%	MACHIA RD RIVER BANK SLIDE	MACHIA RD NEAR MOREY RD INTERSECTION	PROJECT IN PROGRESS
4	BETTER BACK ROADS GRANT	\$34,367.00	\$42,960.00	\$0	\$ 8,953.00	20%	MILL HILL DRAINAGE, CULVERTS, RD RESHAPING	FROM TOP TO BOTTOM OF MILL HILL	SPRING 2019
5	AOT CLASS II FUNDS	\$75,000.00	\$84,962	\$0	\$ 46,000.00	20%	FRONTAGE RD DITCHING, UNDERROAD DRAINAGE	FRONTAGE NEAR 4 CORNERS	SPRING 2019
6	BETTER BACK ROADS GRANT	\$7,585.85	\$9,482	\$0	\$ 1,896.00	20%	TARTE RD #2, CULVERT AND DITCHING	TARTE @ PARENT RD INTERSECTION	COMPLETE
7	BETTER BACK ROADS GRANT	\$8,981.50	\$11,227	\$0	\$ 2,245.40	20%	TARTE RD#1, DITCHING AND DRAINAGE BASINS	TARTE @ ROCK RIVER BRIDGE	COMPLETE
8	NRPC GRANT IN AID-STORMWATER	\$11,300.00	\$14,125	\$0	\$ 2,825.00	20%	HANNA RD DITCHING/ CULVERTS	culverts and stone ditching	SPRING 2019
9	NRPC GRANT IN AID - EQUIPMENT	\$4,702.40	\$7,449	\$2,746	\$ -	20%	HYDROSEEDER	PURCHASED	COMPLETE
10	FEMA-HAZ MIT FUND-ADMIN GRANT	\$945.00	\$945	\$0	\$ -		ADMIN GRANT FOR HAZ MIT GRANT	TRANSFER STATION SLIDE	PROJECT IN PROGRESS
11	FEMA -HAZ MIT FUND- PLANNING & DESIGN	\$47,250.00	\$63,000.00	\$ 15,750.00	\$ -	25%	PHASE I DESIGN- transfer station stabilization planning and design	TRANSFER STATION PROPERTY- SEVERAL SITES	PROJECT IN PROGRESS
12	FEMA-HAZ MIT FUND- CONSTRUCTION	Phase II construction	\$900,000.00	\$225,000		25%	TRANSFER STATION STORMWATER DESIGN & BANK STABILIZATION PLAN	TRANSFER STATION PROPERTY- SEVERAL SITES	APPLICATION PENDING - CONSTRUCTION AWARD WILL BE CONSIDERED POST DESIGN
13	VCDP ADA CONSTRUCTION MODIFICATIONS GRANT	\$92,734.00	\$120,550	\$ 20,616.00	\$ 7,200.00	25%	ADA CONSTRUCTION MUNICIPAL COMPLEX	OFFICE AND PARKING LOT ADA IMPROVEMENTS	PROJECT IN PROGRESS
14	VCDP MPG	\$20,000.00	\$26,130	\$6,000	\$ -	33% OVER 8K	VILLAGE CORE MASTER PLAN	FORMER MACHIA PROPERTY/ TOWN GARAGE/ STINEHOUR CAFE	PROJECT IN PROGRESS
15	VCDP PLANNING GRANT	\$45,000.00	\$60,000	\$15,000	\$ 4,356.00	25%	FEASIBILITY/ECONOMIC STUDY OF WATER/SEWER EXTENSION TO AIRPORT	FROM MVU TO AIRPORT AREA	PROJECT IN PROGRESS
16	VT RURAL FIRE PROTECTION TASK FORCE	\$5,000.00	\$6,250	\$1,250	\$ 1,250	20	HANNA RD DRY HYDRANT	AIROLDI POND/NEAR CHILDS RD	PROJECT IN PROCESS
17	PACIF	\$5,000	\$10,000	\$5,000	\$ -	50%	SECURITY CAMERA SYSTEM FOR MUNIPAL COMPLEX	2996 RT 78	COMPLETE
18	AFG FIRE DEPT EQUIPMENT	\$100,000	\$335,000	\$234,000	CIP match	10%	FIRE TRUCK	NATIONAL FUND - VERY COMPETITIVE	APPLICATION PENDING
19	RURAL DEVELOPMENT EQUIPMENT	\$50,000	\$350,000	\$234,000	CIP match	85%	FIRE TRUCK	VT FUNDS -LESS COMPETITIVE, HIGHER MATCH REQUIRED	APPLICATION PENDING
20	ANIMATING INFRASTRUCTURE	\$15,000	\$15,000	\$0		0%	MURALS AT ARENA	RECREATIONAL FACILITY 243 GORE RD	APPLICATION PENDING
21	EVSE GRANT ELEC VEHICLE SUPPLY	\$17,495	\$19,439	\$0	\$ 1,944.00	10%	ELECTRIC VEHICLE CHARGING STATION FOR PARK AND RIDE	PARK AND RIDE RT 78	APPLICATION PENDING
22	TOTAL	\$6,198,564.75	\$8,159,049.32	\$ 1,201,488.91	\$ 76,669.40				

Town Clerk's Report Year Ending December 31, 2018

VITAL RECORDS FOR 2018

BIRTHS (23M / 23F)	46
DEATHS	28
MARRIAGES	19
BURIAL PERMITS	9

The new vital records bill did not become law in 2018 as planned. Changes are now predicted for 7/1/19. Stay tuned for more information as it becomes available. I will be attending trainings in 2019 with regard to these changes.

RECORDING OF LAND RECORDS

2018 saw quite an increase in volume with our land records recording—which is great to see!

	<u>2017</u>	<u>2018</u>
# of documents	1,128	1,233
# of pages	3,761	3,879
# of mylars	16	42
# of property transfers	138	198

Our digital software continues to be a tremendous benefit to us, very quick & easy to use!
We are currently working in Vol. #187.

I would like to thank the residents and tax payers of the Town of Highgate for another great year as your Town Clerk. It has been 8 years since I walked through these doors, and each day is certainly an adventure. I appreciate you all and the support of the various boards and my office co-workers. I continue to work closely with all town boards and committees as well as attend meetings and trainings as things continue to change and evolve in Highgate and in the State of Vermont. Many town projects have been finished or are making progress towards completion. 2018 was a busy year on all levels and 2019 looks to be much the same. We have begun to restore some of the older land records volumes in the vault—a costly but necessary project. A total of 11 volumes were fully restored this past year. I strive to get as much information out to the public as possible with regard to meetings, public hearings, events and more. All notices are posted in several locations around town, as well as on our digital display board, FaceBook page, our website and in the Messenger. A big thank you to my fellow Franklin County Town Clerks! They are the best resource and sounding board for me, and I appreciate them. And a shout out to my family—Landis, Libby & Collin—for always encouraging me and understanding the wacky schedule I often have. Here's to another great year in the Town of Highgate!

Respectfully submitted, Wendi Dusablon, Highgate Town Clerk
802-868-5002 wdusablon@highgatevt.org

DOGS DOGS DOGS

873 dogs were licensed in Highgate during 2018. The due date for 2019 is Monday, April 1st to avoid late fees and fines. Our rabies clinic will be held on Saturday, March 16, 2019 from 10am—Noon at the fire station. More info on licensing and the clinic can be found on the back cover of this book. Thank you to our ACO, Vonnice Lamotte and to Kristy Brow for their great work with the animals in our town!



AT THE POLLS.....

	<u># of votes cast</u>
Town Meeting 3/6/18	374
State Primary 8/14/18	385
State General 11/6/18	1,143

Our voter check list continues to grow, and currently stands at 2,204. Same day voter registration is available at the polls or log on to <https://mvp.sec.state.vt.us/> to register to vote! **We are always looking for help at the polls—contact me if you're interested!**

Thank you to the Highgate JPs—you are
the best at what you do !

Town Treasurer & Delinquent Tax Collector Report 2018

The external auditors of Sullivan & Powers were here in August 2018 completing the FY17-18 audit. I'm happy to say that each year the list of Auditor Recommendations and Findings keep getting shorter. If you are interested in reviewing the full audit it will be available in my office. A critical finding from previous audits can finally be checked off the list. Sullivan and Powers were hired to assist me in completing our schedule of fixed assets. Once this project is 100% complete (prior to the end of this fiscal year) we will be in compliance with GASB and will start tracking depreciation accordingly. This will benefit the Town greatly when applying for Federal and State funding, as well as give the departments a complete and concise list and current value of their assets. Our schedule will also help the Planning Commission put together the Capital Improvement Plan and help the Highway Department to determine when roads are in need of paving and culverts are in need of replacing.

I've enjoyed working with all the town departments throughout the year. Working together on the budget is always a challenge, trying to keep it as minimal as possible for the taxpayers. All departments have trimmed as much as they believe they can while still being able to functionally operate the entire year. The Planning Commission worked hard on the Capital Improvement Plan (CIP) which includes the cost to complete major town projects in the near future such as the Machia Road Slide, the Transfer Station Slope Stabilization, the construction of the new B-25 Bridge, as well as many other departmental expenses that shouldn't continuously be deferred. The CIP is heavily dominated by the Highway Department for FY20, however there are several pieces of equipment and machinery in all departments that will need to be replaced in the near future. If we continue to put off saving for these large ticket items it could cost the taxpayers of Highgate much more out of pocket, potentially having to borrow with added interest, especially in an emergency situation. The CIP is your opportunity to prepare for those expensive future purchases. The Town budget as a whole is up **\$157,928.00** from last year. This is including the CIP. If everything passes as proposed the average tax bill will be \$72.31 more than last year. Here is a breakdown:

<u>TOTAL MUNICIPAL TAX</u>				
		Current (FY19)	Proposed (FY20)	Difference
Town Property Assessment		0.3323	0.3685	
100000	1000.00	332.35	368.50	\$36.15
150000	1500.00	498.52	552.75	\$54.23
200000	2000.00	664.69	737.00	\$72.31
250000	2500.00	830.87	921.25	\$90.38
300000	3000.00	997.04	1105.50	\$108.46

As Delinquent Tax Collector, I am very proud of the residents who have taken advantage of a monthly payment plan and stuck with it. Providing this option to Highgate taxpayers has proven to be a successful way for taxes to be budgeted for and paid timely. The delinquent taxes as of December 31st, 2018 show a total uncollected balance of \$121,307.70, this is \$73,268.77 less than last December 31st. I have been very busy working with residents to get caught up. In calendar year 2018 I collected a total of \$282,142.68 (including interest, penalties, and tax sale fees). There are still 17 parcels that are delinquent from prior years, 10 of which are on a payment plan, and 3 are in small claims court. I'm thrilled to report taxpayers are on the right track to getting caught up. Keep in mind the monthly plan is not just for delinquent taxpayers, as I have several residents that stay on the plan year round to avoid future delinquencies. If anyone is interested in entering into a monthly payment plan to avoid the large one-lump-sum payment, and the possibility of avoiding delinquent penalties and interest, or to make a payment towards a current balance due please contact me via email slaroche@highgatevt.org or call 1(802)868-4697x204.

Shelley Laroche
Town Treasurer & Delinquent Tax Collector

Board of Listers Report

The Common Level of Appraisal (CLA) lowered this year from 108.29 to 106.27, a very good sign that properties in Highgate are selling for higher values than in years past. There were 198 property transfers for 2018. The year ended with 2,061 total parcels and 1,709 taxable parcels.




112 building permits were filed in 2018. New construction in Highgate is at a record high. 2018 started behind in building permits but made up for it throughout the year, making this year the most on record. This keeps us very busy out on the road with site visits. All building permits require a site visit, basically this consist of taking measurements of the new construction, verifying the measurements to the permit, and taking a photo for the property owner's file. Property owners are only required to be present for site visits when entering the home is needed. We ask that you call our office when you have completed construction. This helps us with scheduling appointments.



Current Use is processed through the state. Information about this program can be obtained through the states website www.tax.vermont.gov under Property Owners. When changes are made to your property, name change, acreage, farm buildings, etc., the state needs to be notified. In most cases, if the updated information is not given to current use by the posted deadline the property will be removed from the program until all information is updated.



All properties in Highgate can be viewed on our towns GIS website at <http://www.axisgis.com/HighgateVT/>. Property cards, tax bills, acreage, land measurements, abutting properties and more can be found on this site. There are many different functions and viewing options that can also be utilized. System updates are completed once a year through CAI Technologies. Our office updates tax bills once a year and property cards as changes occur. As always, if you notice any discrepancies please bring them to our attention.

 TAX RATES BY TOWN IN FRANKLIN COUNTY VERMONT	AS OF 1/4/2019	AS OF 1/4/2019
	RESIDENTIAL RATE	NON-RESIDENTIAL RATE
Highgate	1.5847	1.7914
Georgia	1.6767	1.8869
St. Albans Town	1.7545	1.8983
Swanton	1.6528	1.8909
Franklin	1.7033	1.9335
Montgomery	1.5845	1.9722
Sheldon	1.6739	1.9053
Berkshire	1.7665	2.066
Bakersfield	1.7851	2.039
Fairfax	1.8667	2.1497
Richford	1.9934	2.3715
Fairfield	2.2017	2.364
Enosburg Town	2.1472	2.3785
Fletcher	2.51	2.6133
St. Albans City	2.5138	2.6762

Highgate has one of the lowest residential tax rates in Franklin County and the lowest non-residential tax rate.

We look forward to working with everyone in 2019. Feel free to contact us with any questions or concerns. Our contact information is 868-4697 x208 or email us at areynolds@highgatevt.org . Our scheduled hours are Thursday and Friday 8:30 – 4:30 or by appointment.

Aimee Reynolds & Peter St. Germain

Highgate Recreation Commission

The Highgate Parks and Recreation Committee which was formed in July of 2014, changed it's name to the Highgate Recreation Commission this past year and is now ran through the Town of Highgate. The Highgate Recreation Commission focuses on programs, parks and services to meet the needs of the Town of Highgate. The Highgate Recreation Commission meets the first and third Monday of each month and the meeting notices are posted on the town website (www.highgatevt.org) and The Highgate Recreation FB page.

The mission of the Highgate Recreation Commission is to promote parks, recreation and program opportunities for people of all ages to gather, celebrate and engage in activities, that encourage health, well-being, community and the environment. We believe the community is created through people, parks and programs.

The Highgate Recreation Commission had a great success and continues to grow their programs:

The 2018 Spring Indoor Soccer program had over 40 registered players (U6-U10)

The 2018 Cornhole League had 16 teams take part.

The 2018 fall Soccer program had over 75 players registered for (PreK-4th grade).

The 2018/2019 Basketball program had over 30 registered players (1st grade-4th grade)

The Highgate Recreation Commission also runs the Highgate Sports Arena. The ice is utilized by the Missisquoi Amateur Hockey Association, the Missisquoi Boys and Girls Varsity teams, Milton Youth Hockey Association and the St.Albans Skating Association. In addition, the Highgate Recreation Commission offers Public Skating each Sunday from 2:30pm-4:15pm with an average of 90 skaters each week. It also offers a Co-Ed pickup Hockey League on Friday nights at 8:30pm which has been greatly attended this year. The Highgate Elementary School, Sheldon Elementary School and MVU also use the ice for gym class and field trips.

Please contact the Highgate Recreation Commission if you have ideas for other programs that you would like to see offered. The commission is always looking for members and volunteers. If you are interested in becoming involved with the Highgate Recreation Commission, please contact one of the members below or the Highgate Town Office for more information.

The Highgate Recreation Commission would like to thank all the volunteers and coaches that helped make our programs successful.

Thank you,

The Highgate Recreation Commission

Ty Choiniere, Chair

Karen Gagne Fortin, Secretary

Mark Gilbert, Director

Ryan Maskell, Director

Brian Spears, Director

Brian Fortin, Director



17 Mill Hill - P.O. Box 76
Highgate Center, Vermont 05459
(802) 868-3970
www.hlccvt.org

2018 – A Year in Transition

In June, longtime Library Director Liza Comiskey announced she would be leaving the library she successfully led for 12 years. Finding someone willing to try to fill her shoes took time. Additionally, at this time both Library Assistants retired and the Programming and Outreach Coordinator also left. The library operated on a part-time basis throughout the summer and early fall thanks to the hard work of the Library Board and interim employees. The downside of this was a reduced number of summer programs and open hours.

Since mid-October the library has been fully open and programming is gradually returning as the new staff finds their way. That staff includes myself, Erica Benoit (former interim employee), and newly hired Programming and Outreach Coordinator Paloma Valenta.

All in all, the library had a good year in spite of all of the changes. Programs and Events offered throughout the year included Storytime, Storytime Yoga, Highgate Family Ski Days, Born to Read, Paint & Snacks, After-school Art, Hank Lambert Book Talk, Smoke Alarm Installation, Memorial Day Parade, Norm Lavallee Perennial Swap and Book Sale, Community Book Social, Gardening w/ Ms. Virginia, Co-op Kids Day, Summer Reading Program, Girls on the Run, Day in the Dirt, STEM Programs, Ocean Explorations, Backpack Theater Performance, Exordium Nature Camp, Letterboxing, Community Gardening, CLIF Children's Literacy Event, Summer Science & Nature, Birds of Prey Show, Hunting Safety Class, Summer Art Expressions, Tractor Day & Pumpkin Decorating, Halloween Craft Afternoon, Halloween Storytelling, Trick-or-Treat at the Library, NOFA Native American Storytelling and Food Event, Polar Express, Saturday Crafty Mornings for Adults, and Giant Gingerbread House Decorating.

We are looking forward to new programs in 2019, as well as the return of some of the tried and true. Highgate Family Ski Days are up and running with Paloma taking over from Brian and Michelle Douglas (Thank you Brian and Michelle for starting the program and running it all these years). Storytime is now offered on Wednesdays and every other Saturday, with additional Saturday programs in the works. A new after-school Build-it program begins on January 31st and the inaugural meeting of the Recipe Club is planned for January 30th. In cooperation with Highgate Elementary School the Annual Duct Tape Derby is planned for March 2nd. More adult programs are in the works too!

I would like to thank the Board, the Town, the School, community members and volunteers, patrons, and staff, as well as outgoing Director Liza Comiskey and retired Library Assistant Paulette Unwin for welcoming me back to Highgate and smoothing the transition. And without all of you the Polar Express could not have happened this year. There are not enough words to properly thank everyone.

Sincerely, Michelle Hope Beaulieu, *Library Director*



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(802) 868-3970
www.hlccvt.org

Library Value Calculator

How valuable is your local library? This handy Library Value Calculator was created by the Massachusetts Library Association.

The numbers referenced below are from an actual Patron Record from the Highgate Library and Community Center. The patron account is primarily used by 2 children ages 13 and 10. The following is a summary of their usage from the past year (2018.) According to the Vermont Department of Libraries Annual Report for 2017 the per capita cost to tax payers for supporting our library was \$29.55.

Use	Library Materials & Services	Value of Use
72	Children's Books Borrowed	\$1224.00
10	Audiobooks Borrowed	\$ 99.50
2	Interlibrary Loan requests	\$ 50.00
1	Movie Borrowed	\$ 4.00
1	Museum Pass Borrowed	\$ 20.00
Value of Library Use:		\$1397.50

- Another family borrowed 41 children's books and attended 20 programs in 2018, their Value of Library Use added up to \$820.00.
- A single senior citizen (confined to home due to health reasons) borrowed 102 adult books in 2018. Her Value of Library Use added up to \$1734.00.

As you can see, the library is providing a valuable and cost effective service to the people of Highgate.

"Library Value Calculator", American Library Association, November 12, 2018.

<http://www.ala.org/advocacy/library-value-calculator> (Accessed January 15, 2019)

Document ID: 8c24c18c-e44d-6624-91c9-946b441984b3



HIGHGATE VOLUNTEER FIRE DEPARTMENT

Established in 1962



In 2018 we responded to 112 calls, with the breakdown as follows: 1 Flooding event; 1 structure fire; 9 mutual aid; 3 brush fires; 2 silo fires; 5 carbon monoxide/gas leaks; 10 alarm activations; 31 motor vehicle accidents; 3 vehicle fires; 2 tractor fires; 1 aircraft crash; 22 medical assists; 2 grill fires; 1 nuisance burn; 6 illegal burns; 2 good intent; 6 trees in roadway; 5 pole/lines down.

Please be aware that even if you have a burn permit and are only burning clean wood/brush, we may still be called to put it out. Why? Because your legal burn has now turned into a nuisance burn. The smoke from your fire might not bother you, but it could be a real bother or a serious health threat to your neighbors, especially if they have any respiratory illnesses. In Vermont it is also illegal to burn: plastic, garbage, paper, cardboard, tires or other rubber products, treated, painted, or finished wood and tarpaper or asphalt shingles. If you have any questions about nuisance burns, please contact Barry Domina of the Northwest Solid Waste District at bdomina@nswswd.org /524-5986 or Highgate's Fire Warden, David Desorcie at 868-2777 / 868-4409.

In April, with the help of the American Red Cross, we successfully installed over 199 free smoke alarms in 40 Highgate homes. Since April, we have installed over 20 more. If you need new alarms in your home, please contact us at 868-7722 or e-mail highgatefirevt@gmail.com. We will help install them and ensure that you and your family are adequately protected.

We had another great year with our fire safety outreach programming. Thanks to an \$800 grant, we were able to purchase up-to-date, age-appropriate, curriculum for our Fire Education programs. We visited with many local daycares and classes at the elementary school. This past November, Highgate Fire along with Swanton Fire was invited to present at the Vermont & New Hampshire Fire Safety Summit on the unique "Mutual-Aid" fire education program we currently have in place. This was well received, and many communities are hoping to implement similar programs.

The Department has always taken pride in maintaining an active presence in the community. In 2018, we hosted an Open House, the Town Meeting Day lunch as well as provided an information table during Town Meeting. The Department was represented in the Maple Festival Parade, Franklin Memorial Day Parade, Vermont State Firefighters Convention Parade, and the June Dairy Days Parade. We continued our tradition of hosting the Annual Memorial Day BBQ, Parade and Auction. The Department along with support from Franklin Fire provided emergency coverage for the Franklin County Field Days. Many of our local children were treated to fire station and truck tours throughout the year. Ghouls and goblins were seen on Halloween Night visiting the station. We once again took part in the UVM Children's Hospital's Operation

Firecuffs toy campaign. This year was once again a huge success. Thank you to everyone who participated. Finally, we wrapped up the year hosting our Annual Santa Day with smiles galore from all the boys and girls.

The HVFD Auxiliary has supported the department in many ways from providing support during our community events, helping to promote educational outreach, as well as providing food and supplies during large emergency calls. The HVFD Auxiliary is open to any community member who wishes to join us. We welcome you to share your time and talents when you can.

Last year the Department shared that we will need to replace our 1988 Frontline pumper. The pumper has served us well, but due to its age, it is not meeting National Fire Protection Agency requirements. We will need to include this equipment replacement request as part of our 2019 budget. As previously agreed upon, \$250,000 as already been set aside for this expense. We are asking for the remaining \$100,000 to complete the purchase of a new pumper. We have and are continuing to apply for grants to offset this expense, but as of now, we have not been approved for any grant funds. If interested in learning more about the proposed pumper purchase, feel free to contact me.

Our meetings are held on Monday evenings at the fire station. We are always looking for new members! If you are interested, please stop by the station or contact one of our officers.

On behalf of the members of the Highgate Volunteer Fire Department, I would like to take this opportunity to thank the taxpayers and the Selectboard for their continued support during this past year. We wouldn't be able to do all that we do without such a supportive community.

Respectfully submitted,
Joe Depatie, Chief

Highgate Fire Department Contact Information

Fire Chief - Joe Depatie 868-5093 / **Asst. Chief** - Gary Greenough 582-2774

Captain- Ralph Comiskey 782-1501 / **Lieutenant** -John Gale

Lieutenant - Matt Depatie 782-3351 / **Auxiliary**- Christine Depatie 868-7722

Outreach & Education Information: Liza L. Comiskey highgatefirevt@gmail.com





2018 Animal Control Officer Report

In 2018 there were 850+ dogs licensed in the Town of Highgate. It is the law in Vermont to properly vaccinate your dogs against rabies and license them with the town where you live. In addition, 20 kittens and 2 dogs were rehomed this past year. I enjoy serving as your ACO and thank Kristy Brow also for her help when it is needed. Highgate residents can reach me at 868-4585 or 782-3974.

Vonnie Lamotte, Highgate ACO

2018 Town Health Officer Report

I would like to thank the Select board for having faith in me to serve as your Town Health Officer. My inaugural year has brought me to a great year of learning the position and have and will continue to serve the town to best of my ability. I appreciate the assistance from Wendi Dusablon who continually fields all the numerous requests and complaints, as well as providing important posting of notices and warnings, Anna Roberts who has been a tremendous asset by assisting with many of the health and welfare complaints as well as working with the state on some delicate areas requiring special attention, Heidi Valenta for continuous support, Vonnie Lamotte, Animal Control who continues to excel in her position and assists referral to the needs of our community members and last but not least my partner in life, Dick Souza who has been there with tremendous support and encouragement.

This year has been a busy with one the heat of the summer which required numerous responses and rechecks for the Algae Blooms primarily near Shipyard and Rock River.

Our town also had a pool of water test positive for the West Nile Virus in which I fielded several calls and concerns. Lyme Disease continues to be in the forefront, best way of defense is being informed on how to prevent tick bites.

I also responded to several areas concern which included dumping of trash, needles and other debris, tenant / landlord complaints, animal bites and sewer, drinking water issues.

Please join our team by following all ordinances which can be found on our town website <https://www.highgatevt.org/> or by visiting the State of Vermont Health Department website <http://www.healthvermont.gov/> both are extremely valuable resources.

Respectfully,

Merry Souza
Highgate Town Health Officer
merrysouza@comcast.net
802-782-2090

2018 Cemetery Commissioners Report

The Town of Highgate Cemetery Commissioners continue to ensure the proper care and maintenance of our town cemeteries. In 2018 the clean-up project in the East Highgate Cemetery was completed. We wish to remind those that decorate grave sites, in any town cemetery, with flowers, small articles, mulch, etc. that these small items can become a hazard to those who maintain the cemeteries. They can be buried in the grass and injure the workers or damage the equipment used to mow and trim. We ask that these items be removed so our cemeteries can be the safe and restful environment they are meant to be. Please keep in mind, if you plant or place items around a grave site, you are responsible to maintain and remove all of these items. We appreciate your cooperation and we thank the Highgate taxpayers for their continued support.

Respectfully submitted,

Highgate Cemetery Commissioners

Kevin Spears, Charles Nye, Dennis Nolan, Keith Ploof, Doug Nye

2018 Highgate Historical Society Report

The Highgate Historical Society Museum is open the 1st and 3rd Sundays of the months May through October from 10:00am – 2:00pm. The regularly scheduled meetings are held on the 3rd Wednesday of the months May through October at 7:00pm. Attend a meeting if you are interested in learning more or would like to become a member of the Historical Society. A Christmas dinner is held annually at The Abbey Restaurant.

Thank you to all who helped with our annual fundraisers or made a donation to the Historical Society. Our Collection of memorabilia continues to grow...please stop by soon to enjoy all the museum has to offer!

For further information you can contact Dennis Nolan, President, (802)868-9974 or Charles Nye, Curator, (802)868-4619

ZONING ADMINISTRATOR REPORT 2018

PERMIT UPDATE – Projects continued at a steady pace in the Zoning Department. One hundred twelve (112) zoning permits were issued this year which is a slight increase from last year. Eleven (11) of those permits were for new single-family homes, four (4) new mobile homes and three (3) manufactured homes. There were six (6) applications for signage/home businesses. With the record breaking heat this summer, we issued seven (7) permits for pools. The remainder of applications were for additions, garages, driveways, conversions, storage units, decks, porches and ramps.

THINGS TO REMEMBER WHEN PLANNING A PROJECT:

Shipping containers - These storage units require a permit if they are larger than fifty (50) square feet and they must be compliant with zoning district setbacks. Temporary permits are available at no charge for a temporary use for up to six (6) months.

Shoreline permit – If your property is on the water you must notify the Agency of Natural Resources (ANR) Shoreline Department of any project including tree cutting. For further information contact the ANR regional office in Essex Junction at 802-879-5656 or at their [website www.watershedmanagement.vt.gov/lakes.htm](http://www.watershedmanagement.vt.gov/lakes.htm).

Stream buffers - Structures must be setback from streams an appropriate distance which is determined by the size of the stream. Please refer to Section 5.9 pg. 48 of the Highgate Zoning Regulations available free by stopping by the office or at the website [http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/ADOPTED DEVELOPMENT REGULATIONS – MARCH 2015 \(4\).pdf](http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/ADOPTED DEVELOPMENT REGULATIONS – MARCH 2015 (4).pdf)

Flood Plain – properties in a flood plan require approval from Federal Emergency Management Administration (FEMA) prior to development (see pg. 80 of the Highgate Zoning Regulations for more detail).

Demolition – The State Department of Health's Regulations require evaluation of asbestos and lead prior to demolition as well as the appropriate disposal of all material in compliance with new solid waste regulations. Check in with Christopher Kinnick, Asbestos and Lead Program Engineer, 802-863-7382, <http://healthvermont.gov/enviro/asbestos/asbestos.aspx> to avoid potential fines for overlooking this state regulation.

Other – When clearing your lawn of debris, please be conscientious of where you are placing it and try to avoid neighbor disputes by placing the debris well within your property line.

WHERE TO GO FOR MORE INFO – The Zoning Bylaws, Permit Applications and fee schedule are available at the website www.highgatevt.org.

Our notices are published in the St. Albans Messenger and posted in the Town Clerk's office, at Desorcie's Market, the Post Office, Library, and Mobile Station. You can also view them at the website www.highgatevt.org or our facebook page www.facebook.com/TownofHighgateVT.

HELP YOURSELF – Residents are invited to use the online GIS Mapping program that allows you to view your parcel map, aerial view, zoning district, parcel data, and tax bill at caigisonline.com.

Zoning Administrator, Anna Roberts, 868-4697 x209 or zoning@highgatevt.org

DRB Report - The Development Review Board had a very busy 2018.

The Zoning Administrator processed 112 zoning permits. There were various permit applications including sheds, porches, decks, driveways, storage containers, carports, garages and new single family residences. The DRB also reviewed the following applications:

Subdivisions (minor): 9

Conditional Use: 6

Boundary Line Adjustment: 1

Conditional Use/Site Plan: 1

In July there was a change in zoning administrator from Laura Barney to Anna Roberts. Anna is available on Tuesdays and Thursdays to work on zoning permit applications, DRB review applications and handle complaints/violation work.

Thank you to the dedicated members of the Development Review Board for their time and commitment.

If you are interested in serving on this Board or any other, contact a Board member or the Town offices. There are training sessions and workshops available, and support from Board members is always present. Appointments are approved by the Selectboard.

Richard Trombley, Chair
Tim Reynolds, Vice Chair
Scott Martin
Julie Rice
Woodbury Rouse

PLANNING COMMISSION REPORT FOR YEAR 2018

The Highgate Planning Commission has had busy year planning for the multitude of Town needs. Primary topics included applying for Village Designations for portions of Highgate Falls and Springs and updates to the Capital Budget.

On February 22nd we hosted a Town of Highgate Open House to give a chance for the public to talk with various town departments, RISE VT, VASA and to check out the new floor in the Fire Dept. A special thanks goes to Joey's Jct, Highgate Irving, Highgate Jolley, Sweetie Pies and Desorcie's Market for providing the snacks and refreshments.

In April, we advertised for a "Part Time Zoning Administrator" and interviewed candidates on May 22nd and forwarded our recommendation to the Select Board on June 6th.

After refining the boundaries for village designations for Highgate Falls and Highgate Springs, the application was sent to the state for their review on June 25th.

On June 19th we had "Walking Field Trip" with members of the public in the village to gather opinions and ideas for possible future projects/safety improvements for the community.

On October 16th we were hosting an Energy Workshop for home audits, by Efficiency VT, but the guest speaker was not able to make it. We'll try again at some future date.

Our focus this year for the Capital Improvement Plan (CIP) was to see what was on the various Town Departments & committees needs for the next five years and beyond. For the past two years we focused on ADA improvements for the Municipal building and the Fire Department's floor (2016) and the Machia Rd Stabilization project \$183,500.00 (2017). Unfortunately this led to some departments, especially the highway dept. to be underfunded and now needs to be funded for upcoming truck and equipment replacements. After much discussion and deliberation about the various town needs, the proposed CIP for FY 2020 is \$450,000.00.

We meet on the third Tuesday of the month, at 6:00pm and the public is encouraged to attend.

Thank you to the dedicated members of the Board –Tom Conley Jr., Bruce Ryan and to our newest members - Richard Noel and Ken Thompson. A special thanks to retired board member Richard Wilkens.

On a sad note board member and lifetime town resident - Barbara Chevalier passed away July 13th! Three weeks earlier, she was with us on the "Walking Field Trip" passing on her vast past knowledge of the town and its residences! She always had the town's best interest at heart and is greatly missed by all who knew her.



Luc Dupuis, Chair



Capital Improvement Payment Allocations for 2020-2024

DEPARTMENTAL Capital Projects & Assets	Estimated Total Cost of Project	Available Funding			Annual Payments to be Raised by Taxes							Net Cost to Town	
		Capital Reserve Balance	Potential Grants, Donations, Other	Estimated Resale	2018 Town Mtg Approved fy19	fy2020	fy2021	fy2022	fy2023	fy2024	Estimated Year of Replacement		
Municipal Complex													
Municipal Complex Roof Repair	\$ 103,250	\$ 103,250	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	2019	\$ 103,250	
Municipal ADA Modifications	\$ 80,000	\$ 40,000	\$ 75,000			\$ 10,000					2020		
TOTAL COMPLEX	\$ 183,250	\$ 143,250	\$ 75,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -		\$ 108,250	
Parks & Recreation Department													
* 24' X 32' Storage Building	\$ 40,000	\$ 10,000	\$ 25,000	\$ -	\$ 10,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -		\$ 15,000	
Zamboni	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2029	\$ -	
Gazebo													
TOTAL PARKS & REC	\$ 40,000	\$ 10,000	\$ 25,000	\$ -	\$ 10,000	\$ 22,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		\$ 15,000	
Highgate Public Library													
Library Relocation	\$ 1,000,000	\$ 75,000	\$ -	\$ 200,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 800,000	
TOTAL HPL	\$ 1,000,000	\$ 75,000	\$ -	\$ 200,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 800,000	
Highgate Volunteer Fire Department													
Purchase Fire Engine	\$ 350,000	\$ 234,272	\$ -	\$ -	\$ -	\$ 50,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2020	\$ 350,000	
Dry Hydrants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Protective Gear	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
TOTAL HVFD	\$ 350,000	\$ 234,272	\$ -	\$ -	\$ -	\$ 50,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		\$ 350,000	
Public Works - Highway													
1974 Massey Ferguson Road Mower	\$ 67,000	\$ 27,667		\$ 2,000	\$ 15,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	2020	\$ 65,000	
1991 Caterpillar 120G Grader	\$ 300,000	\$ -		\$ 15,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	2024	\$ 285,000	
2001 John Deere 444H Loader	\$ 200,000	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ 5,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2026	\$ 175,000	
2004 John Deere 410G Backhoe	\$ 200,000	\$ -		\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2024	\$ 175,000	
2010 International 7600 Tandem Truck	\$ 225,000	\$ 20,000		\$ 60,000	\$ 20,000	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	2020	\$ 165,000	
2014 Western Star 4900 Tandem Truck	\$ 240,000	\$ -		\$ 60,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2024	\$ 180,000	
2015 FordF550 Compact Dump Trk Plow/Sand	\$ 65,000	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2025	\$ 40,000	
2016 International 7400 Single Axle Truck	\$ 160,000	\$ -		\$ 50,000	\$ -	\$ 5,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2026	\$ 110,000	
Excavator and Equipment Trailer	\$ 175,000	\$ -		\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	2030	\$ 175,000	
Wood Chipper	\$ 30,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2020	\$ 30,000	
TOTAL HWY	\$ 1,662,000	\$ 47,667	\$ -	\$ 262,000	\$ 35,000	\$ 215,000	\$ 230,000	\$ 230,000	\$ 230,000	\$ 280,000		\$ 1,400,000	
IN & AROUND TOWN Capital Projects	Total Capital Cost	Available Funding			Annual Payments to be Raised by Taxes							Total Cost to Town	
		Capital Reserve	Potential Grants, Donations, Other	Resale	fy2019	fy2020	fy2021	fy2022	fy2023	fy2024	est. Year of Project		
+ Replacement of Bridge (B25)	\$ 5,182,530	\$ 162,651	\$ 4,923,404	\$ -	\$ 15,000		\$ -	\$ -	\$ -	\$ -	2019	\$ 259,126	
Transfer Station Slope Stabilization Phase I	\$ 78,500	\$ 15,000	\$ 63,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000	
* Transfer Station Slope Stabilization Phase II	\$ 900,000	\$ 42,062	\$ 675,000		\$ 25,000	\$ 50,000	\$ 20,000	\$ -	\$ -	\$ -		\$ 225,000	
Machia Road Slide	\$ 918,000	\$ 183,500	\$ 734,500	\$ -	\$ 183,500	\$ 50,000	\$ -	\$ -	\$ -	\$ -		\$ 183,500	
Machia Property Municipal Planning Grant	\$ 26,000	\$ 4,000	\$ 20,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	2019	\$ 6,000	
Machia Property Development						\$ 20,000							
Sidewalk Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Stormwater Grant Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,500	\$ 25,000	\$ -	\$ -	\$ -		\$ -	
TOTAL TOWN PROJECTS	\$ 7,105,030	\$ 407,213	\$ 6,416,404	\$ -	\$ 233,500	\$ 152,500	\$ 45,000	\$ -	\$ -	\$ -		\$ 688,626	
Total Departmental Projects	\$ 3,235,250	\$ 510,189	\$ 100,000	\$ 462,000	\$ 70,000	\$ 297,500	\$ 250,000	\$ 250,000	\$ 250,000	\$ 300,000		\$ 2,673,250	
Total Town Projects	\$ 7,105,030	\$ 407,213	\$ 6,416,404	\$ -	\$ 233,500	\$ 152,500	\$ 45,000	\$ -	\$ -			\$ 688,626	
Total Expenditures	\$ 10,340,280	\$ 917,402	\$ 6,516,404	\$ 462,000	\$ 303,500	\$ 450,000	\$ 295,000	\$ 250,000	\$ 250,000	\$ 300,000	0	\$ 3,361,876	

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- ** Grant Funds that the Town has applied for or is planning to apply for. Funds not secured by Town
 † Grant Funds that have been awarded to the Town. Funds are secured and may require a monetary match.

TOWN OF HIGHGATE
FY 2018-2019 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	TAX YEAR 2018	TAX YEAR 2017	TAX YEAR 2016	TAX YEAR 2015	TOTAL DUE
* DAVID & LINDA	ALLEN	MONUMENT ROAD	2303.96				\$ 2,303.96
JOSHUA	BANYEA	ROUTE 78	484.2				\$ 484.20
JOSEPH & PENNY	BARNEY	MACHIA ROAD	2919.05				\$ 2,919.05
DANIELLE	BENNETT	PINE HAVEN	831.17				\$ 831.17
ISAAC & LISA	BEYOR	HIGHGATE ROAD	1595.55				\$ 1,595.55
@ TIMOTHY & RENA	BLUTO	TARTE ROAD	250.24	333.21	35.76		\$ 619.21
* ERNEST	BOUCHARD	ST ARMAND ROAD	4825.98	768.71			\$ 5,594.69
JODY	CHAFFEE	CARTER HILL ROAD	254.89				\$ 254.89
HOWARD	CHANDLER	FRONTAGE ROAD	294.29	316.15			\$ 610.44
HOWARD	CHANDLER	FRONTAGE ROAD	216.73	232.82			\$ 449.55
LAURIE	CRUZ	PLATT ROAD	219.80				\$ 219.80
FED-EX TRADE NETOWRK	FED-EX	WELCOME CTR ROAD	27.42				\$ 27.42
MARK & JEAN	GAGNE	CAMPAGNA ROAD	784.96				\$ 784.96
MARTHA	GRAHAM	LAMKIN STREET	137.22				\$ 137.22
* MARTHA & ROBERT	GRAHAM	LAMKIN STREET	1985.16	44.48			\$ 2,029.64
JOSEPH & CRYSTAL	GREENIA	RHEAUME ROAD	2577.04	99.11			\$ 2,676.15
JOSEPH	GREENIA	LAMKIN STREET	1904.93				\$ 1,904.93
MELANIE	GREENIA	LAMKIN STREET	336.06				\$ 336.06
ESTATE OF ROMAIN	GREENIA	LAMKIN STREET	654.86				\$ 654.86
JENNIFER	GROSS	VIRGINIA LANE	405.64				\$ 405.64
* MICHAEL & CARMEN	GUTTILLA	CHARLES CIRCLE	3420.14	3642.68			\$ 7,062.82
PAUL & CYNTHIA	GUYETTE	ROLLO ROAD	3343.90				\$ 3,343.90
* STEPHEN	HANCE	LAMKIN STREET	2208.40				\$ 2,208.40
* ROGER	HAUGEY	RANDOLPH ROAD	1038.37				\$ 1,038.37
ARTHUR	HEALD	MOREY ROAD	902.75				\$ 902.75
NICOLE	HEMINGWAY	CARTER HILL ROAD	0.00	2311.75	2482.07	2157.50	\$ 6,951.32
* RANDALL	HEUSLEIN	ROCKY MAPLE LANE	1818.74				\$ 1,818.74
* LYNFORD & DORE	HOAGUE	CAMPAGNA ROAD	1493.29				\$ 1,493.29
* RAQUEL	HOAGUE	HOAGUE DRIVE	1105.97	35.29			\$ 1,141.26
* BECKY	JOHNSON	BALLARD ROAD	1695.95	1127.34			\$ 2,823.29
KATELYNN	KIROUAC	ROUTE 78	582.76				\$ 582.76
TERRY & SHARON	KOONS	CARTER HILL ROAD	1397.91				\$ 1,397.91
ANDREW & CHRISTINE	LANE	COUNTRY CLUB ROAD	461.76				\$ 461.76
LAWRENCE & LAURIE	LAPAN	ROUTE 78	3528.78				\$ 3,528.78
@ CHRISTOPHER & MELISSA	LESPERANCE	ARTHUR DRIVE	898.79	961.05	60.00		\$ 1,919.84
* BONNY	LOCKE	LAMKIN STREET	1805.03				\$ 1,805.03
* WILFRED	LUSSIER	ROUTE 78	2985.04	399.27			\$ 3,384.31
ALLAN & THERESA	MANY	ROUTE 78	1570.74				\$ 1,570.74
* CRM LLC	MARTEL	ROUTE 78	1636.81				\$ 1,636.81
* JANICE	MARTIN	DECKER ROAD	1526.44				\$ 1,526.44
* MYRON & CHRISTIE	MESSECK	OLD SCHOOLHOUSE	2946.08				\$ 2,946.08
SCOTT	MORGAN	LAMKIN STREET	1268.63				\$ 1,268.63
SCOTT	MORGAN	LAMKIN STREET	904.16				\$ 904.16
JILL	MULHERON	OAK HAVEN ROAD	4606.86				\$ 4,606.86
* ANTHONY & KIM	NICHOLS	HIGHGATE ROAD	1348.26				\$ 1,348.26
@ HEATHER	OLDS	OLDS DRIVE	1324.31	1352.31			\$ 2,676.62
FAYE	PELICAN	CARTER HILL ROAD	5698.90				\$ 5,698.90
@ FAYE & ERIC	PELICAN	OLDS DRIVE	1702.09	454.66			\$ 2,156.75
* ANGELA	PFEIFFER	COUNTRY CLUB ROAD	2359.67				\$ 2,359.67
EUGENE & SHIRLEY	PLOOF	HIGHGATE ROAD	1391.92				\$ 1,391.92
WAYNE	PLOOF	HIGHGATE ROAD	578.63				\$ 578.63
* RHODA	REYNOLDS	LYNN LOU DRIVE	902.75	969.94	716.50		\$ 2,589.19
WENDELL	ROBERTS	ROBERTS LANE	473.24				\$ 473.24

TOWN OF HIGHGATE
FY 2018-2019 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	2018 TAXES	2017 TAXES	2016 TAXES	2015 TAXES	TOTAL DUE
* WENDELL & DEBORAH	ROBERTS	ROBERTS LANE	915.88	91.75			\$ 1,007.63
JUSTIN	ROBTOY	PAULS COURT	258.66				\$ 258.66
TROY	ROCHELEAU	CADIEUX LANE	928.62				\$ 928.62
* DAVID	ROUSE	LAMKIN STREET	1412.65				\$ 1,412.65
ALAN	RUSSELL	CARMEN BROOK RD	348.54				\$ 348.54
* ROSALIE	SEVERY	CARTER HILL ROAD	927.25				\$ 927.25
MARJORIE	SHAW	PLATT ROAD	1233.65				\$ 1,233.65
EDWIN	SMITH	SPOONER ROAD	3864.33				\$ 3,864.33
RICHARD	ST. FRANCIS JR	COUNTRY CLUB ROAD	1187.51				\$ 1,187.51
1615 TARTE RD LLC	STANISLAS	TARTE ROAD	411.54				\$ 411.54
STANISLAS SAND PIT	STANISLAS	FRONTAGE ROAD	6042.90				\$ 6,042.90
ANDREW	SWEET	GORE ROAD	1081.74				\$ 1,081.74
MICHAEL	SWEETSER	ROUTE 78	622.70				\$ 622.70
CHRISTOPHER	TARDY	LUKE STREET	91.45				\$ 91.45
PAUL	TURNER	CARTER HILL ROAD	1232.35	180.13			\$ 1,412.48
THE MIXING BOARD INC		AIRPORT ROAD	39.23				\$ 39.23
TOTALS BY YEAR:			102535.22	13320.65	3294.33	2157.50	\$ 121,307.70

*	PAYMENT PLAN IN PLACE
@	SMALL CLAIMS COURT
#	TAX SALE

TOTAL OUTSTANDING DELINQUENCIES: 121,307.70
(AS OF DECEMBER 31ST 2018)

To set up a payment plan please contact Shelley Laroche via email - slaroche@highgatevt.org or phone (802) 868-4697 x 204

JEDWARE PROPERTY ROUTE 78			TOTAL	PRINCIPAL
RENEWABLE RESOURCES	#0012078169	893 ROUTE 78	201878.59	65687.78
RENEWABLE RESOURCES	#0012078165	893 ROUTE 78	16137.60	11990.11
JEDCO INC	#0018078173	893 ROUTE 78	10028.80	6916.67
Subtotal:			228044.99	84594.56

Combined Total: 349,352.69

TOWN OF HIGHGATE, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2018

	General Fund	Highway Fund	Capital Fund	Arena Project Fund	Non-Major Governmental Funds	Total
Revenues:						
Property Taxes	\$ 685,459	\$ 573,224	\$ 0	\$ 0	\$ 0	\$ 1,258,683
Interest on Delinquent Taxes	13,797	0	0	0	0	13,797
Intergovernmental	136,237	414,351	211,773	0	16,511	778,872
Charges for Services	413,990	0	0	0	16,363	430,353
Permits, Licenses and Fees	119,461	1,355	0	0	14,950	135,766
Fines and Forfeits	2,894	0	0	0	0	2,894
Investment Income	1,959	0	487	15	0	2,461
Insurance Proceeds	0	0	0	170,445	0	170,445
Other	1,379	224	0	0	0	1,603
Donations	4,764	0	0	70	108,165	112,999
Total Revenues	<u>1,379,940</u>	<u>989,154</u>	<u>212,260</u>	<u>170,530</u>	<u>155,989</u>	<u>2,907,873</u>
Expenditures:						
General Government	532,860	0	0	0	24,419	557,279
Public Safety	226,652	0	5,000	0	0	231,652
Highways and Streets	0	437,684	2,260	0	0	439,944
Culture and Recreation	151,565	0	949	0	0	152,514
Cemetery	9,100	0	0	0	0	9,100
Capital Outlay:						
General Government	41,453	0	9,557	0	0	51,010
Public Safety	0	0	46,525	0	0	46,525
Highways and Streets	0	27,136	268,835	0	0	295,971
Culture and Recreation	0	0	0	71,402	0	71,402
Debt Service:						
Principal	66,000	0	0	0	0	66,000
Interest	17,852	0	0	0	0	17,852
Total Expenditures	<u>1,045,482</u>	<u>464,820</u>	<u>333,126</u>	<u>71,402</u>	<u>24,419</u>	<u>1,939,249</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>334,458</u>	<u>524,334</u>	<u>(120,866)</u>	<u>99,128</u>	<u>131,570</u>	<u>968,624</u>
Other Financing Sources/(Uses):						
Proceeds from Sale of Land	28,000	0	0	0	0	28,000
Transfers In	0	0	304,089	0	0	304,089
Transfers Out	(272,667)	0	0	0	(31,422)	(304,089)
Total Other Financing Sources/(Uses)	<u>(244,667)</u>	<u>0</u>	<u>304,089</u>	<u>0</u>	<u>(31,422)</u>	<u>28,000</u>
Net Change in Fund Balances	89,791	524,334	183,223	99,128	100,148	996,624
Fund Balances/(Deficit) - July 1, 2017	<u>221,526</u>	<u>(316,831)</u>	<u>623,856</u>	<u>180,304</u>	<u>249,243</u>	<u>958,098</u>
Fund Balances - June 30, 2018	<u>\$ 311,317</u>	<u>\$ 207,503</u>	<u>\$ 807,079</u>	<u>\$ 279,432</u>	<u>\$ 349,391</u>	<u>\$ 1,954,722</u>

TOWN OF HIGHGATE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED JUNE 30, 2018

	Reappraisal Fund	Preservation Fund	Computerization Fund	Sports Arena Facility Fund	Total
Revenues:					
Intergovernmental	\$ 16,511	\$ 0	\$ 0	\$ 0	\$ 16,511
Charges for Services	0	0	0	16,363	16,363
Permits, Licenses and Fees	0	2,995	11,955	0	14,950
Donations	<u>0</u>	<u>0</u>	<u>0</u>	<u>108,165</u>	<u>108,165</u>
Total Revenues	<u>16,511</u>	<u>2,995</u>	<u>11,955</u>	<u>124,528</u>	<u>155,989</u>
Expenditures:					
General Government	<u>0</u>	<u>1,112</u>	<u>6,369</u>	<u>16,938</u>	<u>24,419</u>
Total Expenditures	<u>0</u>	<u>1,112</u>	<u>6,369</u>	<u>16,938</u>	<u>24,419</u>
Net Change in Fund Balances	16,511	1,883	5,586	107,590	131,570
Fund Balances - July 1, 2017	<u>164,151</u>	<u>40,506</u>	<u>13,164</u>	<u>0</u>	<u>217,821</u>
Fund Balances - June 30, 2018	\$ <u><u>180,662</u></u>	\$ <u><u>42,389</u></u>	\$ <u><u>18,750</u></u>	\$ <u><u>107,590</u></u>	\$ <u><u>349,391</u></u>

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

GENERAL FUND REVENUE	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>PROPERTY TAXES</u>						
Current Property Taxes	1262028.30	685458.64	1346977.00	2141916.31	1456123.00	109146.00
Property Tax Adjustment	5000.00	0.00	5000.00	12147.10	5000.00	0.00
HS-122 Penalties	0.00	0.00	0.00	45.00	0.00	0.00
Delinq Prop Tax - Interest	16000.00	13727.43	14500.00	12819.33	15000.00	500.00
Delinq Prop Tax - Penalty	18000.00	19047.86	18000.00	15446.87	18000.00	0.00
Tax Sale Exp Recovered	0.00	1139.13	0.00	4725.16	0.00	0.00
EDU Billing Fee Retained	0.00	10277.21	10000.00	10279.61	10000.00	0.00
SUBTOTAL	1301028.30	729650.27	1394477.00	2197379.38	1504123.00	109646.00
<u>INTERGOVERNMENTAL</u>						
Swanton Village	370000.00	368601.16	330000.00	380064.74	370000.00	40000.00
Current Use	45000.00	52003.50	45000.00	63566.00	45000.00	0.00
PILOT	0.00	14658.36	10000.00	17721.88	15000.00	5000.00
Fish & Wildlife	1600.00	1550.00	1600.00	0.00	1600.00	0.00
SUBTOTAL	416600.00	436813.02	386600.00	461352.62	431600.00	45000.00
<u>OTHER REVENUE</u>						
GF Interest Income	2400.00	1959.01	1200.00	1827.88	2400.00	1200.00
Insurance Recoveries	0.00	0.00	0.00	21804.32	0.00	0.00
Sale of Surplus Equipment	0.00	217.00	0.00	0.00	0.00	0.00
Waugh Farm Lease	1000.00	1050.00	1000.00	0.00	1000.00	0.00
Cell Tower Lease	15360.00	15907.33	16390.00	8189.04	16882.00	492.00
Casella Host Fees	60000.00	65935.22	60000.00	29483.76	60000.00	0.00
Other Income	300.00	12.72	0.00	2545.90	300.00	300.00
Town Land Sales	0.00	28000.00	0.00	0.00	0.00	0.00
VLCT Equip Grant	0.00	4488.50	0.00	0.00	0.00	0.00
Park and Ride Grant	0.00	41702.51	0.00	0.00	0.00	0.00
SUBTOTAL	79060.00	159272.29	78590.00	63850.90	80582.00	1992.00
<u>CLERK FEES</u>						
TO Recording Fees	14000.00	15164.00	14000.00	8730.00	15000.00	1000.00
TO Research Fees	600.00	644.75	600.00	339.00	600.00	0.00
TO Photocopies	5500.00	6954.70	5500.00	3526.80	6000.00	500.00
TO Beverage Licenses	625.00	510.00	625.00	210.00	395.00	-230.00
TO Marriage Licenses	150.00	170.00	150.00	130.00	150.00	0.00
TO Green Mtn Passports	0.00	26.00	0.00	26.00	0.00	0.00
TO Land Postings	50.00	125.00	100.00	90.00	50.00	-50.00
TO Salvage Yard Certificate	50.00	40.00	25.00	0.00	25.00	0.00
SUBTOTAL	20975.00	23634.45	21000.00	13051.80	22220.00	1220.00
<u>PUBLIC SAFETY</u>						
TO Civil Fines	5000.00	2894.38	4000.00	1292.18	3000.00	-1000.00
TO Animal Licenses - New	500.00	1919.00	750.00	122.00	800.00	50.00
TO Animal Licenses -Renew	7000.00	7589.00	7500.00	364.00	7500.00	0.00
TO Animal Licenses - Fine	0.00	142.50	0.00	0.00	0.00	0.00
SUBTOTAL	12500.00	12544.88	12250.00	1778.18	11300.00	-950.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

GENERAL FUND REVENUE	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
DEVELOPMENT FEES						
TO Zoning Permit	6000.00	7564.00	6500.00	5852.40	7500.00	1000.00
TO Letter of Compliance	500.00	940.00	500.00	560.00	740.00	240.00
TO Subdivision Application	800.00	2900.00	800.00	290.00	800.00	0.00
TO Conditional Use Review	800.00	1280.00	800.00	140.00	800.00	0.00
TO Site Plan Review	0.00	560.00	500.00	0.00	280.00	-220.00
TO Boundry Line Adjustment	500.00	1160.00	500.00	580.00	500.00	0.00
SUBTOTAL	8600.00	14404.00	9600.00	7422.40	10620.00	1020.00
TOTAL GENERAL FUND REVENUE	1838763.30	1376318.91	1902517.00	2744835.28	2060445.00	157928.00

GENERAL FUND EXPENDITURES	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
SELECTBOARD						
Selectboard Stipend	5250.00	5250.00	5250.00	5250.00	5250.00	0.00
SB SS & Medicare	402.00	401.63	402.00	401.63	402.00	0.00
SB Professional develop	300.00	0.00	300.00	0.00	300.00	0.00
SB Professional Services	1000.00	0.00	250.00	0.00	500.00	250.00
SB Travel Expenses	200.00	0.00	100.00	0.00	100.00	0.00
SUBTOTAL	7152.00	5651.63	6302.00	5651.63	6552.00	250.00
TOWN & ZONING ADMIN						
Town Administrator	57538.42	57332.01	46800.00	22500.00	48672.00	1872.00
Public Meetings Clerk	10000.00	10000.12	10000.00	4807.75	10000.00	0.00
Zoning Administrator	0.00	4304.00	14000.00	5144.00	14000.00	0.00
Grant Administrator	0.00	250.78	13041.00	6269.50	13563.00	522.00
TA Group Insurance	9000.00	9000.00	9000.00	4500.00	9000.00	0.00
TA SS & Medicare	5167.00	4952.09	6414.00	2666.07	6597.00	183.00
TA Retirement Contribution	3350.00	2951.19	3480.00	1474.37	3615.00	135.00
TA Professional Dues	0.00	0.00	0.00	85.00	0.00	0.00
TA Professional develop	200.00	70.00	300.00	60.00	300.00	0.00
TA Travel Expenses	200.00	202.01	1000.00	266.74	500.00	-500.00
SUBTOTAL	85455.42	89062.20	104035.00	47773.43	106247.00	2212.00
TOWN CLERKS OFFICE						
Town Clerk Salary	42716.75	42749.57	44426.00	21358.50	46203.00	1777.00
TC Group Insurance	9000.00	9000.00	9000.00	4391.24	9000.00	0.00
TC SS & Medicare	3268.00	3153.05	3399.00	1606.87	3535.00	136.00
TC Retirement Contribution	1709.00	2111.18	1833.00	1079.37	1964.00	131.00
TC Professional Dues	0.00	0.00	0.00	27.50	0.00	0.00
TO Election Expenses	3000.00	2411.00	4500.00	2578.94	3000.00	-1500.00
TC Professional develop	300.00	0.00	300.00	0.00	300.00	0.00
TC Travel Expenses	300.00	214.25	300.00	140.83	200.00	-100.00
SUBTOTAL	60293.75	59639.05	63758.00	31183.25	64202.00	444.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

GENERAL FUND EXPENDITURES	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>LISTERS OFFICE</u>						
Lister Salaries	37440.00	21965.44	33440.00	8898.24	30210.00	-3230.00
LS SS & Medicare	2864.16	1678.52	2560.00	680.68	2311.00	-249.00
LS Professional Dues	0.00	50.00	50.00	60.00	50.00	0.00
LS Professional develop	200.00	0.00	200.00	140.00	200.00	0.00
LS Technical Services	6000.00	6707.50	8200.00	2087.50	8000.00	-200.00
LS Travel Expenses	400.00	596.82	1000.00	125.35	700.00	-300.00
SUBTOTAL	46904.16	30998.28	45450.00	11991.77	41471.00	-3979.00
<u>TOWN TREASURER OFFICE</u>						
Town Treasurer Salary	42853.20	42886.16	44567.00	21426.63	46350.00	1783.00
TT Insurance Buyout	4800.00	4800.12	4800.00	2307.75	4800.00	0.00
TT SS & Medicare	3646.00	3647.99	3777.00	1815.65	3913.00	136.00
TT Retirement Contribution	1907.00	1906.96	2036.00	1255.02	2174.00	138.00
TT Professional Dues	0.00	0.00	0.00	27.50	0.00	0.00
TT Professional develop	1000.00	210.00	500.00	145.00	500.00	0.00
TT Travel Expenses	1100.00	882.67	1100.00	652.86	1000.00	-100.00
SUBTOTAL	55306.20	54333.90	56780.00	27630.41	58737.00	1957.00
<u>DELINQ. TAX COLLECTOR</u>						
DTC Compensation	18000.00	18978.39	18000.00	6648.41	18000.00	0.00
DTC SS & Medicare	1224.00	1451.84	1224.00	508.61	1377.00	153.00
DTC Retirement	0.00	759.14	743.00	0.00	765.00	22.00
DTC Professional develop	100.00	0.00	0.00	60.00	60.00	60.00
SUBTOTAL	19324.00	21189.37	19967.00	7217.02	20202.00	235.00
<u>ANIMAL CONTROL OFFICER</u>						
ACO Compensation	5997.00	5996.91	5997.00	2883.12	6165.00	168.00
ACO SS & Medicare	458.77	458.65	459.00	220.50	472.00	13.00
ACO Professional develop	60.00	0.00	60.00	0.00	0.00	-60.00
Impound Animal Expense	1500.00	1454.57	2000.00	776.30	2000.00	0.00
ACO Travel Expense	300.00	272.71	300.00	0.00	300.00	0.00
SUBTOTAL	8315.77	8182.84	8816.00	3879.92	8937.00	121.00
<u>TOWN CONSTABLE & HEALTH OFFICER</u>						
Town Constable Stipend	1000.00	1000.00	1000.00	500.00	1000.00	0.00
CON SS & Medicare	76.50	76.50	77.00	38.25	77.00	0.00
CON Professional develop	60.00	0.00	60.00	0.00	60.00	0.00
CON Travel Expenses	100.00	0.00	100.00	0.00	50.00	-50.00
Health Officer Stipend	1000.00	1000.00	1000.00	0.00	1000.00	0.00
HO SS & Medicare	76.50	76.50	77.00	0.00	77.00	0.00
HO Professional develop	60.00	0.00	60.00	0.00	60.00	0.00
HO Professional Services	500.00	0.00	500.00	0.00	500.00	0.00
HO Travel Expenses	100.00	142.56	200.00	0.00	200.00	0.00
SUBTOTAL	2973.00	2295.56	3074.00	538.25	3024.00	-50.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

GENERAL FUND EXPENDITURES	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>DEVELOP. REVIEW BOARD</u>						
DRB Stipend	1500.00	820.00	1200.00	800.00	1200.00	0.00
DRB SS & Medicare	115.00	62.73	101.00	61.20	100.00	-1.00
DRB Professional develop	300.00	0.00	300.00	0.00	120.00	-180.00
SUBTOTAL	1915.00	882.73	1601.00	861.20	1420.00	-181.00
<u>PLANNING COMMISSION</u>						
Planning Comm Stipend	1320.00	1320.00	1200.00	660.00	1200.00	0.00
PC SS & Medicare	101.00	100.98	101.00	48.96	100.00	-1.00
PC Professional develop	300.00	0.00	300.00	0.00	120.00	-180.00
SUBTOTAL	1721.00	1420.98	1601.00	708.96	1420.00	-181.00
<u>PUBLIC SAFETY & SERVICES</u>						
Ambulatory Services	82931.00	61931.16	84590.00	42295.02	86282.00	1692.00
Ambulatory Dispatch Fee	25525.00	25092.07	25525.00	25525.00	25525.00	0.00
Police Patrol Services	62142.00	62141.52	62142.00	36249.22	63385.00	1243.00
Directed Investigations	10000.00	0.00	0.00	0.00	0.00	0.00
NW Solid Waste Member	3608.00	3608.00	3629.00	3629.00	3635.00	6.00
NW Solid Waste Buy-In	1850.00	1850.00	1850.00	1850.00	0.00	-1850.00
SUBTOTAL	186056.00	154622.75	177736.00	109548.24	178827.00	1091.00
<u>CULTURAL SERVICES</u>						
Historical Society	1000.00	1000.00	1000.00	1000.00	1000.00	0.00
Memorial Day	2000.00	1473.90	1000.00	0.00	1500.00	500.00
Summer Concert Series	3000.00	3000.00	3000.00	3000.00	3000.00	0.00
Holiday Expense	2000.00	1990.06	1000.00	26.75	500.00	-500.00
SUBTOTAL	8000.00	7463.96	6000.00	4026.75	6000.00	0.00
<u>SOCIAL SERVICES APPROP</u>						
FranklinCounty HomeHealth	7424.00	7424.00	7424.00	7424.00	0.00	-7424.00
VT Council Rural develop	0.00	0.00	0.00	0.00	150.00	150.00
VT Ctr Independent Living	380.00	380.00	380.00	380.00	380.00	0.00
American Red Cross	950.00	950.00	950.00	950.00	950.00	0.00
FCIDC	950.00	950.00	950.00	950.00	950.00	0.00
CVAA Age Well	0.00	0.00	0.00	0.00	999.00	999.00
Special Investigation Unit	900.00	900.00	900.00	900.00	900.00	0.00
Association for The Blind	500.00	500.00	500.00	500.00	500.00	0.00
VT Adult Learning	0.00	0.00	300.00	300.00	300.00	0.00
Tim's House	500.00	500.00	0.00	0.00	950.00	950.00
Vermont Green Up	200.00	200.00	200.00	200.00	200.00	0.00
Friends of Lake Champlain	0.00	0.00	999.00	999.00	999.00	0.00
Green Mountain Transit	950.00	950.00	950.00	950.00	950.00	0.00
Laurie's House VAV	300.00	0.00	0.00	0.00	975.00	975.00
CVOEO	0.00	0.00	0.00	0.00	500.00	500.00
VT Rural Fire Protection	0.00	0.00	100.00	100.00	100.00	0.00
VT Family Network	0.00	0.00	0.00	0.00	500.00	500.00
SUBTOTAL	13054.00	12754.00	13653.00	13653.00	10303.00	-3350.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

GENERAL FUND EXPENDITURES	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>TOWN OPERATIONS</u>						
TO Consulting Services	0.00	2573.00	6000.00	2040.00	1000.00	-5000.00
TO Professional Audit	18400.00	18800.00	18800.00	10452.00	18800.00	0.00
TO Legal Services	35000.00	39769.60	35000.00	9971.16	35000.00	0.00
TO Technical Services	7000.00	8127.82	7000.00	3103.69	8000.00	1000.00
TO Custodial Services	4000.00	4235.00	4000.00	3767.00	7200.00	3200.00
TO Bldgs/Grnds Maintenanc	8000.00	7513.57	8000.00	520.00	10000.00	2000.00
TO Equipment Maintenance	1500.00	560.16	1500.00	548.00	1500.00	0.00
TO PACIF Insurance	23152.00	23152.00	19994.00	19994.00	22003.00	2009.00
TO Workers Comp Insurance	1700.00	2471.00	1649.00	0.00	1642.00	-7.00
TO Unemployment Comp	417.00	417.00	509.00	273.00	364.00	-145.00
TO Communications	9000.00	10184.82	9000.00	4873.40	10500.00	1500.00
TO Postage	6000.00	6008.86	6000.00	3222.19	6000.00	0.00
TO Advertising	5000.00	5474.68	5000.00	2868.60	5500.00	500.00
TO Printing & Binding	2000.00	2377.34	2500.00	0.00	2500.00	0.00
NRPC Dues	3702.00	3702.00	3802.00	3802.00	3913.00	111.00
VLCT Dues	6000.00	5230.00	5118.00	5118.00	5262.00	144.00
FranklinCountyAssessment	33240.00	33108.40	32000.00	31139.92	33000.00	1000.00
TO General Supplies	8500.00	10714.15	9000.00	5011.37	9000.00	0.00
TO Natural Gas	5000.00	5874.28	5000.00	1039.82	6000.00	1000.00
TO Electricity	6800.00	4166.15	6500.00	660.46	5000.00	-1500.00
Solar Credits Service Fee	0.00	2384.77	0.00	6033.19	0.00	0.00
TO Furniture/Equipment	6000.00	5984.39	5000.00	0.00	5000.00	0.00
TO Tax Abatement	0.00	67.50	13541.00	5214.24	3990.00	-9551.00
TO Bad Debts	0.00	28500.00	28500.00	0.00	0.00	-28500.00
TO Other Expenses	1000.00	473.50	1000.00	660.00	1000.00	0.00
MPG Grant Expense	0.00	0.00	6000.00	2000.00	6000.00	0.00
VLCT Equip Grant	0.00	8825.00	5000.00	0.00	5000.00	0.00
Park & Ride Grant	0.00	41452.50	0.00	0.00	0.00	0.00
SUBTOTAL	191411.00	282147.49	245413.00	122312.04	213174.00	-32239.00
<u>DEPARMENT TRANSFER OUT</u>						
Transfer Out - Fire Dept	69149.00	69149.00	54431.00	54431.00	47520.00	-6911.00
Transfer Out - Highway	573224.00	0.00	560364.00	560364.00	600644.00	40280.00
Transfer Out - Cemeteries	12000.00	12000.00	8500.00	8500.00	8400.00	-100.00
Transfer Out - Parks/Rec	19597.00	19597.00	23931.00	23931.00	17738.00	-6193.00
Transfer Out - Library	112195.00	112195.00	97747.00	97747.00	109498.00	11751.00
Transfer Out - Arena Facility	0.00	0.00	11000.00	11000.00	23425.00	12425.00
Transfer Out - Arena Bond	92050.00	92050.00	88858.00	88858.00	82704.00	-6154.00
Transfer Out - C.I.P	272667.00	272667.00	303500.00	303500.00	450000.00	146500.00
SUBTOTAL	1150882.00	577658.00	1148331.00	1148331.00	1339929.00	191598.00
TOTAL GENERAL FUND EXPENDITURES	1838763.30	1308302.74	1902517.00	1535306.87	2060445.00	157928.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

FIRE DEPARTMENT & CEMETERY FUNDS	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>FIRE DEPT REVENUE</u>						
FD Other Income	0.00	10.00	0.00	5.00	0.00	0.00
Fire Department Donation	0.00	0.00	0.00	800.00	0.00	0.00
Transfer In-General Fund	69149.00	69149.00	54431.00	54431.00	47520.00	-6911.00
SUBTOTAL	69149.00	69159.00	54431.00	55236.00	47520.00	-6911.00
<u>FIRE DEPT EXPENDITURES</u>						
FD Workers Compensation	2175.00	3984.75	2746.00	0.00	1898.00	-848.00
Fire Dept Stipend	21750.00	9375.52	16750.00	8000.00	10000.00	-6750.00
FD SS & Medicare	1664.00	717.21	1282.00	612.01	765.00	-517.00
FD Professional Develop	1500.00	939.00	500.00	180.00	0.00	-500.00
FD Personal Protective Eq	0.00	8704.10	4000.00	4271.20	4500.00	500.00
FD Air Packs & Tanks	6000.00	1858.16	3000.00	1324.00	2500.00	-500.00
FD Pagers & Radios	1000.00	6189.99	0.00	465.00	500.00	500.00
FD Hose Maintenance	4000.00	2349.26	1000.00	1350.56	1000.00	0.00
FD Poseidon System	700.00	595.00	700.00	595.00	700.00	0.00
FD Fire Extinguishers	1000.00	1143.26	1000.00	116.86	500.00	-500.00
FD Small Equipment Repair	0.00	14.97	0.00	695.66	500.00	500.00
FD 1988 Internat - E1	3500.00	2649.45	2500.00	107.85	2500.00	0.00
FD 1998 Freightline -Tank	1250.00	1467.17	1200.00	0.00	1500.00	300.00
FD 2005 MFG Rescue Boat	500.00	822.38	500.00	0.00	500.00	0.00
FD 2005 Karavan Trailer	250.00	3.70	125.00	0.00	125.00	0.00
FD 2006 Internat - E2	3000.00	4151.73	2000.00	2142.78	2500.00	500.00
FD 2015 Ford F-350	1000.00	556.56	500.00	0.00	500.00	0.00
FD Small Engine Repair	1000.00	0.00	1000.00	913.98	500.00	-500.00
FD PACIF Insurance	4410.00	4410.00	3678.00	3678.00	4182.00	504.00
FD Dispatching Fees-SAPD	7500.00	7500.00	7500.00	7720.00	8000.00	500.00
FD Public Relations	500.00	0.00	0.00	1026.56	200.00	200.00
FD Annual Dues	500.00	589.00	450.00	352.00	450.00	0.00
FD Travel Expenses	0.00	50.74	0.00	0.00	0.00	0.00
FD Maintenance Supplies	1000.00	513.57	500.00	17.59	500.00	0.00
FD Gasoline	750.00	674.36	500.00	213.77	500.00	0.00
FD Diesel	1000.00	78.95	2000.00	109.61	1200.00	-800.00
FD Uniforms	2200.00	1690.31	500.00	0.00	500.00	0.00
FD Furniture, Fixtures	500.00	6169.61	0.00	1600.35	500.00	500.00
FD General Supplies	500.00	1027.45	500.00	543.36	500.00	0.00
SUBTOTAL	69149.00	68226.20	54431.00	36036.14	47520.00	-6911.00
<u>CEMETERY REVENUE</u>						
Transfer In-General Fund	12000.00	12000.00	8500.00	8500.00	8400.00	-100.00
<u>CEMETERY EXPENDITURES</u>						
C Contracted Services						
C Mowing	7900.00	7900.00	8000.00	3950.00	8000.00	0.00
C Tree Removal	1500.00	1200.00	0.00	0.00	0.00	0.00
Cemetery Repair	500.00	0.00	500.00	0.00	400.00	-100.00
C Stone Cleaning	500.00	0.00	0.00	0.00	0.00	0.00
C Fence Install & Repair	1500.00	0.00	0.00	0.00	0.00	0.00
C Corner Stones	100.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL	12000.00	9100.00	8500.00	3950.00	8400.00	-100.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

PARKS & REC FUND	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>PARKS & REC REVENUE</u>						
Transfer In-General Fund	19597.00	19597.00	23931.00	23931.00	17738.00	-6193.00
Basketball Program	850.00	1130.00	900.00	720.00	850.00	-50.00
Little League Appropriation	0.00	200.00	0.00	0.00	2000.00	2000.00
Outdoor Soccer	1500.00	1882.25	1500.00	1860.00	1800.00	300.00
Indoor Soccer	800.00	883.00	500.00	0.00	800.00	300.00
Parks & Rec Donations	0.00	1454.37	0.00	0.00	0.00	0.00
RiseVT Rec Grant	0.00	4000.00	0.00	0.00	0.00	0.00
SUBTOTAL	22747.00	29146.62	26831.00	26511.00	23188.00	-3643.00
<u>PARKS & REC EXPENDITURES</u>						
Parks & Rec Wages	2750.00	1104.00	1750.00	896.00	1800.00	50.00
PR SS & Medicare	211.00	127.61	134.00	68.54	138.00	4.00
PR Unemployment Comp	19.00	0.00	12.00	0.00	0.00	-12.00
PR Workers Comp	114.00	0.00	124.00	124.00	0.00	-124.00
PR Building/Grounds Maint	9800.00	6738.82	7500.00	1985.24	5000.00	-2500.00
PR John Deere GT 235	100.00	0.00	100.00	0.00	100.00	0.00
PR John Deere ZTurn	500.00	267.58	500.00	0.00	500.00	0.00
PR JD 3033R	2000.00	0.00	7000.00	3599.89	7200.00	200.00
PR Communications	0.00	0.00	1500.00	3643.75	2000.00	500.00
PR Equipment Maintenance	500.00	0.00	250.00	0.00	250.00	0.00
PR PACIF Insurance	353.00	353.00	311.00	311.00	0.00	-311.00
PR Professional Develop	250.00	0.00	250.00	0.00	250.00	0.00
PR Program Expenses	1500.00	0.00	1250.00	0.00	0.00	-1250.00
PR General Supplies	500.00	17.06	500.00	98.80	500.00	0.00
PR Basketball	850.00	826.25	850.00	310.00	850.00	0.00
LittleLeagueBase/Softball	2000.00	2200.00	2000.00	0.00	2000.00	0.00
PR Outdoor Soccer	1300.00	1502.94	2000.00	1501.00	1800.00	-200.00
PR Indoor Soccer	0.00	1486.25	800.00	0.00	800.00	0.00
RiseVT Rec Grant	0.00	5431.56	0.00	0.00	0.00	0.00
SUBTOTAL	22747.00	20055.07	26831.00	12538.22	23188.00	-3643.00

PRESERVATION & COMPUTERIZATION	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>REVENUE</u>						
Preservation Fees	5000.00	2995.00	3000.00	3317.00	3000.00	0.00
Computerization Fees	5000.00	11955.00	11000.00	5348.00	10000.00	-1000.00
SUBTOTAL	10000.00	14950.00	14000.00	8665.00	13000.00	-1000.00
<u>EXPENDITURES</u>						
Restoration Services	1000.00	0.00	1000.00	0.00	1000.00	0.00
Vault Supplies	1000.00	1089.38	1000.00	777.98	1500.00	500.00
Digitize Maps/Land Records	3000.00	22.50	1000.00	0.00	500.00	-500.00
Xerox - ACS	4500.00	4226.25	4500.00	2100.00	4500.00	0.00
Technology Purchase	0.00	2142.40	5500.00	0.00	5500.00	0.00
Network & Computer	500.00	0.00	1000.00	0.00	0.00	-1000.00
SUBTOTAL	10000.00	7480.53	14000.00	2877.98	13000.00	-1000.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

LIBRARY FUND	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date	Proposed	Budget Change
				FY1819	Budget FY1920	
<u>LIBRARY REVENUE</u>						
HPL Parent Child Connection	2000.00	1308.01	2000.00	0.00	1000.00	-1000.00
HPL Summer Programs	500.00	879.00	1000.00	100.00	500.00	-500.00
Library Donations	0.00	668.00	0.00	118.97	0.00	0.00
Special Programs	2000.00	3367.76	2000.00	0.00	1000.00	-1000.00
Trust Fund Distrib - HPL	60.00	55.36	50.00	0.00	50.00	0.00
Fit Kids	300.00	839.00	475.00	0.00	0.00	-475.00
E-Rate Funds	114.00	0.00	0.00	0.00	0.00	0.00
HPL Grant Money	150.00	3453.92	3000.00	0.00	1000.00	-2000.00
Booksale Copy Print	0.00	190.57	0.00	114.57	300.00	300.00
Friends of the Library	0.00	380.00	4000.00	675.00	4000.00	0.00
Library Feasibility Study	0.00	11590.00	0.00	0.00	0.00	0.00
Transfer In-General Fund	112195.00	112195.00	97747.00	97747.00	109498.00	11751.00
SUBTOTAL	117319.00	134926.62	110272.00	98755.54	117348.00	7076.00
<u>LIBRARY EXPENDITURES</u>						
Librarian Salary	41600.00	41600.00	43264.00	7695.00	41135.00	-2129.00
Support Staff Wages	16500.00	14714.39	21000.00	10762.20	23000.00	2000.00
Vista Americore	7650.00	816.19	0.00	0.00	0.00	0.00
Group Insurance	8000.00	6387.72	4800.00	1500.00	9000.00	4200.00
HPL SS & Medicare	4445.00	4521.52	5284.00	1406.38	4906.00	-378.00
HPL Retirement Contributor	1664.00	1803.32	1983.00	317.40	1748.00	-235.00
HPL Memberships & Dues	650.00	1062.04	700.00	0.00	1000.00	300.00
HPL Unemployment Comp	440.00	0.00	301.00	0.00	260.00	-41.00
HPL Workers Comp	250.00	0.00	270.00	270.00	470.00	200.00
HPL Professional Develop	600.00	821.48	700.00	35.00	500.00	-200.00
HPL Background Checks	50.00	37.00	50.00	74.00	25.00	-25.00
HPL Technical Services	900.00	886.28	900.00	835.00	900.00	0.00
HPL Custodial Services	1820.00	2160.00	1820.00	1433.00	2400.00	580.00
HPL Buildings Maintenance	9700.00	10338.73	1500.00	7.90	4000.00	2500.00
HPL PACIF Insurance	3000.00	3000.00	3000.00	3000.00	2704.00	-296.00
HPL Communications	1150.00	1816.50	1000.00	892.87	2000.00	1000.00
HPL Postage	850.00	445.86	625.00	158.28	625.00	0.00
HPL Advertising	500.00	370.89	200.00	95.00	500.00	300.00
HPL MPG Match	2350.00	13252.60	0.00	0.00	0.00	0.00
HPL Grant Expenses	0.00	1906.74	2500.00	450.00	2000.00	-500.00
HPL Travel	450.00	703.88	600.00	261.40	700.00	100.00
HPL General Supplies	1250.00	1104.62	1000.00	477.79	1000.00	0.00
HPL Building Brighter Future	2000.00	706.24	2000.00	0.00	1000.00	-1000.00
HPL Summer Programs	500.00	638.92	1000.00	343.60	1000.00	0.00
HPL Teen Programs	0.00	0.00	0.00	0.00	475.00	475.00
HPL General Programs	1000.00	534.68	1000.00	263.74	1000.00	0.00
HPL Fit Kids	300.00	731.88	475.00	12.08	0.00	-475.00
HPL Special Programs	2000.00	5086.87	6000.00	1064.11	6000.00	0.00
HPL Electricity	1200.00	1320.21	1300.00	447.04	1000.00	-300.00
HPL Heating Expense	1000.00	1642.14	1300.00	466.43	1500.00	200.00
HPL Books and Periodicals	5000.00	4952.02	5200.00	1420.38	6000.00	800.00
HPL Furniture Fixtures Equip	500.00	683.30	500.00	0.00	500.00	0.00
SUBTOTAL	117319.00	124046.02	110272.00	33688.60	117348.00	7076.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

ARENA FUND	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>ARENA REVENUE</u>						
Ice Rental	0.00	0.00	110500.00	33117.50	110500.00	0.00
Skate Programs	0.00	0.00	9050.00	11082.00	12000.00	2950.00
Turf Rental	0.00	0.00	5000.00	3960.00	5000.00	0.00
Facility Rental	0.00	0.00	7400.00	4790.00	8400.00	1000.00
Advertising	0.00	0.00	12000.00	3125.00	18500.00	6500.00
Summer Programs	0.00	0.00	0.00	1020.00	2000.00	2000.00
Transfer In-General Fund	0.00	16362.85	11000.00	11026.91	23425.00	12425.00
SUBTOTAL	0.00	16362.85	154950.00	68121.41	179825.00	24875.00
<u>ARENA EXPENDITURES</u>						
Facilities Wages	0.00	15225.02	42000.00	23231.79	50000.00	8000.00
AF SS & Medicare	0.00	1164.74	3213.00	1946.79	3825.00	612.00
AF Unemployment Comp	0.00	0.00	200.00	100.00	97.00	-103.00
AF Insurance	0.00	0.00	9000.00	2215.44	9000.00	0.00
AF Retirement	0.00	0.00	1680.00	730.31	1615.00	-65.00
AF Workers Comp	0.00	0.00	800.00	800.00	3100.00	2300.00
AF Natural Gas	0.00	0.00	15000.00	3662.83	15000.00	0.00
AF Propane	0.00	0.00	1200.00	410.17	1200.00	0.00
AF Diesel & Gas	0.00	0.00	200.00	0.00	200.00	0.00
AF Electricity	0.00	0.00	38000.00	10281.88	35000.00	-3000.00
AF Communications	0.00	0.00	5000.00	1405.46	5000.00	0.00
AF Zamboni Maintenance	0.00	0.00	1000.00	760.52	3500.00	2500.00
AF Buildings & Grounds	0.00	0.00	3500.00	6137.06	15000.00	11500.00
AF Service Contracts	0.00	0.00	10000.00	3942.08	10000.00	0.00
AF Advertising	0.00	0.00	750.00	0.00	1200.00	450.00
AF General Supplies	0.00	0.00	5000.00	4194.25	7500.00	2500.00
Professional develop	0.00	0.00	0.00	45.00	2000.00	2000.00
AF Postage	0.00	0.00	100.00	90.00	0.00	-100.00
Summer Programs	0.00	0.00	0.00	327.09	2000.00	2000.00
AF PACIF Insurance	0.00	0.00	11000.00	11000.00	14588.00	3588.00
AF Maint. Fund Transferout	0.00	0.00	7307.00	0.00	0.00	-7307.00
SUBTOTAL	0.00	16389.76	154950.00	71280.67	179825.00	24875.00
<u>ARENA (BOND)</u>						
Arena Facility Lease	12600.00	12600.00	0.00	0.00	0.00	0.00
Transfer In-General Fund	92050.00	92050.00	88858.00	88858.00	82704.00	-6154.00
SUBTOTAL	104650.00	104650.00	88858.00	88858.00	82704.00	-6154.00
<u>ARENA (BOND)</u>						
Arena Snack Bar	1000.00	485.00	1000.00	550.96	0.00	-1000.00
Arena Buildings Maintenance	1500.00	616.80	750.00	289.95	0.00	-750.00
Arena Equipment Maint	1000.00	502.25	1000.00	1600.00	0.00	-1000.00
Arena General Expense	500.00	11621.00	500.00	35.00	0.00	-500.00
Arena PACIF Insurance	13175.00	10306.75	0.00	0.00	0.00	0.00
Arena Bond Debt Payment	87475.00	83851.53	85608.00	0.00	82704.00	-2904.00
SUBTOTAL	104650.00	107383.33	88858.00	2475.91	82704.00	-6154.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

CAPITAL IMPROVEMENT					Year to Date	Proposed	
PLAN RESERVE FUND	Budget FY1718	Actual FY1718	Budget FY1819	FY1819	Budget FY1920	Budget Change	
<u>CIP REVENUE</u>							
CIP Interest Income	0.00	487.34	500.00	1391.68	0.00	-500.00	
Lamkin Street Sidewalk	0.00	209512.92	0.00	0.00	0.00	0.00	
Transfer In - Town Office	90000.00	90000.00	0.00	0.00	10000.00	10000.00	
Transfer In - Machia Prop	0.00	0.00	10000.00	16000.00	20000.00	10000.00	
Transfer In - Machia Rd Slide	0.00	2259.67	183500.00	183500.00	50000.00	-133500.00	
Transfer In - Transfer Station	0.00	0.00	25000.00	25000.00	50000.00	25000.00	
VCDP Airport Planning	0.00	0.00	0.00	9644.00	0.00	0.00	
Stormwater Grant Match	0.00	0.00	0.00	0.00	32500.00	32500.00	
Transfer In - Fire Dept	70000.00	70000.00	0.00	0.00	50000.00	50000.00	
Transfer In - Highway Dept	12667.00	12667.00	35000.00	35000.00	215000.00	180000.00	
Transfer In - Bridge 25	50000.00	50000.00	15000.00	15000.00	0.00	-15000.00	
Transfer In - Parks & Rec	0.00	0.00	10000.00	10000.00	20000.00	10000.00	
Transfer In - Library CIP	50000.00	50000.00	25000.00	25000.00	0.00	-25000.00	
Transfer In - Arena CIP	0.00	0.00	0.00	0.00	2500.00	2500.00	
SUBTOTAL	272667.00	484926.93	304000.00	320535.68	450000.00	146000.00	
<u>CIP EXPENDITURES</u>							
LamkinSidewalk TA13CA035	0.00	233168.36	0.00	0.00	0.00	0.00	
Transfer Station Stabalizati	0.00	0.00	25000.00	18566.65	50000.00	25000.00	
Town Office ADA Modificatic	80000.00	9556.80	0.00	17354.16	10000.00	10000.00	
Town Office Roof	10000.00	0.00	0.00	42183.60	0.00	0.00	
Machia Property	0.00	0.00	10000.00	19000.00	20000.00	10000.00	
Machia Road Slide	0.00	2259.67	183500.00	17749.56	50000.00	-133500.00	
Stormwater Grant Match	0.00	0.00	0.00	0.00	32500.00	32500.00	
Fire Dept Floor	0.00	46524.75	0.00	0.00	0.00	0.00	
FD Protective Gear	0.00	5000.00	0.00	0.00	0.00	0.00	
FD Fire Truck	0.00	0.00	0.00	0.00	50000.00	50000.00	
Hwy Roadside Mower	12667.00	0.00	35000.00	0.00	5000.00	-30000.00	
Hwy Grader	0.00	0.00	0.00	0.00	50000.00	50000.00	
Hwy Loader	0.00	0.00	0.00	0.00	5000.00	5000.00	
Hwy Backhoe	0.00	0.00	0.00	0.00	25000.00	25000.00	
Hwy Tandem Truck 1	0.00	0.00	0.00	0.00	100000.00	100000.00	
Hwy Tandem Truck 2	0.00	0.00	0.00	0.00	25000.00	25000.00	
Hwy Truck 4 single axle	0.00	0.00	0.00	0.00	5000.00	5000.00	
Bridge 25 Expense	50000.00	35667.09	15000.00	56278.37	0.00	-15000.00	
Parks & Rec Storage Shed	0.00	949.03	10000.00	0.00	20000.00	10000.00	
Library Relocation	50000.00	0.00	25000.00	0.00	0.00	-25000.00	
Arena Zamboni	0.00	0.00	0.00	0.00	2500.00	2500.00	
SUBTOTAL	272667.00	333125.70	303500.00	171132.34	450000.00	146500.00	

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

HIGHWAY FUND	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>PUBLIC WORKS REVENUE</u>						
AOT - State Aid	150000.00	151043.84	150000.00	75526.88	150000.00	0.00
VLCT Equip Grant	0.00	250.75	0.00	0.00	0.00	0.00
Better Back Roads Grant	0.00	76056.05	58367.00	16567.35	0.00	-58367.00
AOT Paving Grant	0.00	175000.00	0.00	0.00	0.00	0.00
NRPC MPG	0.00	12000.00	0.00	0.00	0.00	0.00
Insurance Recoveries	0.00	2525.00	0.00	2525.00	0.00	0.00
PWD Sale of Surplus Equip	0.00	224.00	0.00	562.10	0.00	0.00
Overweight Permits	500.00	655.00	500.00	20.00	500.00	0.00
Driveway Permits	200.00	200.00	200.00	280.00	200.00	0.00
Right of Way	0.00	500.00	0.00	0.00	0.00	0.00
Transfer In-General Fund	573224.00	573224.00	560364.00	560364.00	600644.00	40280.00
SUBTOTAL	723924.00	991678.64	769431.00	655845.33	751344.00	-18087.00
<u>PWD EXPENDITURES</u>						
PWD Director Salary	60000.00	51991.10	58493.00	24892.38	62400.00	3907.00
PWD Crew Wages	83159.00	82412.26	82640.00	31739.54	77771.00	-4869.00
PWD Temp Help Wages	3000.00	2592.75	3000.00	488.00	3000.00	0.00
PWD Crew Overtime	16000.00	18752.31	15000.00	5392.61	17000.00	2000.00
PWD Insurance Buyout	9600.00	9600.24	9600.00	4615.50	9600.00	0.00
PWD Group Health Insuranc	13200.00	8683.80	9000.00	2250.00	9000.00	0.00
PWD SS & Medicare	12711.00	12623.95	12908.00	5112.21	12988.00	80.00
PWD Retirement Contrib	6526.00	6523.42	6837.00	2756.57	7088.00	251.00
PWD Professional Dues	180.00	45.00	0.00	0.00	50.00	50.00
PWD Unemployment Comp	1210.00	945.00	520.00	273.00	408.00	-112.00
PWD Workers Comp	14442.00	14442.00	19573.00	4127.00	15561.00	-4012.00
PWD Professional Develop	200.00	30.00	100.00	90.00	200.00	100.00
PWD Roadside Cleanup	0.00	0.00	0.00	0.00	1000.00	1000.00
PWD Sidewalk Service	0.00	4000.00	0.00	700.00	0.00	0.00
PWD Engineering Services	1000.00	795.00	1000.00	487.50	500.00	-500.00
PWD Building Maintenance	2000.00	904.44	750.00	594.61	11000.00	10250.00
PWD Welder	0.00	0.00	0.00	0.00	1000.00	1000.00
PWD Bale Mulcher/Hydrosex	0.00	0.00	0.00	0.00	500.00	500.00
PWD Other Equip Maint	1000.00	1959.24	500.00	336.73	5000.00	4500.00
PWD Utility Trailers	500.00	0.00	200.00	0.00	0.00	-200.00
PWD 1974 Massey Ferguson	2500.00	1316.87	1500.00	2566.84	1500.00	0.00
PWD 1991 Caterpillar - Gr	3000.00	2744.18	3000.00	110.64	3000.00	0.00
PWD 2001 John Deere - Loa	3000.00	1577.14	4000.00	164.28	2000.00	-2000.00
PWD 2004 John Deere - Bac	3000.00	1392.60	5000.00	3204.14	6000.00	1000.00
PWD 2015 Ford F550	1000.00	812.24	1500.00	598.18	1000.00	-500.00
PWD 2016 International 74	1000.00	1476.03	1000.00	2367.98	2000.00	1000.00
PWD 2010 International -	4000.00	5390.02	3000.00	786.32	3000.00	0.00
PWD 2014 Western Star - T	3000.00	7023.01	2000.00	3188.04	2000.00	0.00
PWD Plow Maintenance	2000.00	1848.07	1500.00	1879.61	1500.00	0.00
PWD Rental of Equipment &	7000.00	1284.72	6000.00	5269.08	7000.00	1000.00
PWD Tree Removal	6000.00	2050.00	5000.00	0.00	6000.00	1000.00
PWD PACIF Insurance	10696.00	10696.00	8143.00	8143.00	9278.00	1135.00
PWD Communications/Radic	2500.00	2201.82	1000.00	461.08	1500.00	500.00
PWD Dues	0.00	0.00	0.00	1990.00	0.00	0.00
PWD Travel	200.00	150.66	200.00	0.00	200.00	0.00
PWD Uniforms & Runners	5000.00	5343.49	5000.00	2515.27	5000.00	0.00
PWD Shop Supplies	2000.00	2694.91	1000.00	1002.91	2000.00	1000.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1718 - FY1920

HIGHWAY FUND	Budget FY1718	Actual FY1718	Budget FY1819	Year to Date FY1819	Proposed Budget FY1920	Budget Change
<u>PWD EXPENDITURES CON'T</u>						
PWD Small Tools	2000.00	1515.95	1000.00	105.65	1000.00	0.00
PWD Electricity Sand Shed	500.00	218.83	250.00	87.47	250.00	0.00
PWD Electricity St.Lights	23000.00	17370.80	15000.00	6203.11	15000.00	0.00
PWD HeatFuel Sand Shed	800.00	408.13	800.00	0.00	800.00	0.00
PWD Gasoline	500.00	227.23	250.00	17.29	250.00	0.00
PWD Diesel	40000.00	30152.04	25000.00	7980.26	30000.00	5000.00
PWD Oil & Grease	0.00	0.00	300.00	1123.53	2000.00	1700.00
PWD Street Signs	5000.00	4823.68	2500.00	993.56	3000.00	500.00
PWD Culverts	5000.00	204.20	12000.00	4412.57	8000.00	-4000.00
PWD Guardrails	5000.00	547.19	2000.00	0.00	2000.00	0.00
PWD Stone/Gravel	50000.00	58946.89	65000.00	12122.56	65000.00	0.00
PWD Paving Material	250000.00	2413.26	265000.00	2561.24	275000.00	10000.00
PWD Calcium Chloride	13000.00	15385.53	13000.00	3981.99	15000.00	2000.00
PWD Winter Salt	30000.00	29329.47	30000.00	28688.08	35000.00	5000.00
PWD Winter Sand	12500.00	349.80	2000.00	0.00	2000.00	0.00
Ditching & Rd Maintenance	0.00	1243.20	2000.00	1650.54	3000.00	1000.00
PWD Machinery & Equipmer	5000.00	365.95	5000.00	361.40	1500.00	-3500.00
PWD Furniture Fixture Equ	1000.00	464.36	500.00	0.00	500.00	0.00
Better Back Roads Grant	0.00	795.00	0.00	195.00	0.00	0.00
VLCT Equip Grant HWY	0.00	0.00	500.00	5878.01	5000.00	4500.00
BBR Tarte Rd & Mill Hill	0.00	2444.00	58367.00	2316.50	0.00	-58367.00
Structures Grant	0.00	26340.97	0.00	0.00	0.00	0.00
NRPC Grant Spooner Rd	0.00	9496.16	0.00	0.00	0.00	0.00
SUBTOTAL	723924.00	467344.91	769431.00	196781.78	751344.00	-18087.00

HIGHGATE TRUST FUNDS

For year ended December 31, 2018

Summary of Trust Funds

Highgate Center Cemetery Assoc.	28,394.00
St. John's Cemetery	12,651.58
East Highgate Cemetery	8,252.02
Sherwood Cemetery	6,969.58
Highgate Public Library	2,300.00
Highgate Historical Society	1,000.00

Total Trust Funds: **59,567.18**

Trustee Time Deposit

Edward Jones Bond	57,000.00
Peoples Trust Savings	2,340.23

Total Time Deposit 59,340.23

Trustee Operating Account

Beginning Balance 01/01/2018 **201.43**

Deposits

Edward Jones Bond Interest 1,437.18

Total Deposits: **1,638.61**

Disbursements

Highgate Center Cemetery Assoc.	685.06
St. John's Cemetery	305.25
East Highgate Cemetery	199.10
Sherwood Cemetery	168.15
Highgate Public Library	55.49
Highgate Historical Society	24.13

Total Disbursements **1,437.18**

Ending Balance 12/31/2018 **201.43**

Bequests

St. John's Cemetery

Beginning Balance 12,354.20
Redeposit Ck#61, 12-29-17 297.38

Ending Balance **12,651.58**

East Highgate Cemetery

Beginning Balance 7,862.75
Redeposit Ck#62, 12-29-17 189.27
Lee Phelps 100.00

Sub Total 8,152.02
Correction to Account 100.00
Lee Phelps 2017

Ending Balance **8,252.02**

Sherwood Cemetery

Beginning Balance 6,805.76
Redeposit Ck#63, 12-29-17 163.82

Ending Balance **6,969.58**

Respectfully submitted,

Evangeline La Rocque
Clarence Miller
David Roddy

Franklin County

Sheriff's Office



Robert W. Norris
Sheriff

I would first like to thank all the townships and those residents throughout Franklin County who have continued to support this office. With your support and interaction with this office, we have been able to address many of your concerns and we look forward to working with you in this upcoming year. The men and women of the Franklin County Sheriff's Office look forward to offering continued professional law enforcement services to all residents of your community.

The following is a report of the activity of the Franklin County Sheriff's Office for the period of January 1, 2018 through December 31, 2018.

The deputies of this office handled approximately 5,379 complaints throughout the county.

This office made 1,770 traffic stops resulting in 1,919 tickets and warnings being issued.

We made 297 arrests in 2018.

The following are the totals for your community:

Incidents:	650	Arrests:	46	Tickets/Warnings:	220
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This Office has the ability to respond throughout Franklin County for any active shooter and other unusual incidents that may require a special response team and we have the ability to respond to marine search and rescue calls and patrols.

We will continue to work with all the residents of Highgate and ask that you visit us on Facebook @ facebook.com/fcsovt.

Thank you,

Robert W. Norris
Franklin County Sheriff

STATE OF VERMONT
DEPARTMENT OF PUBLIC SAFETY
VERMONT STATE POLICE



St. Albans Field Station
140 Fisher Pond Road
St. Albans, VT 05478

January 4, 2019

On behalf of the Vermont State Police, St. Albans Field Station, we are providing our 2018 Annual Report. This report will provide you information in regards to current staffing, specialty services and statistical information.

St. Albans Barracks Mission Statement:

The mission of the Vermont State Police St. Albans Field Station is to protect the citizens of Franklin and Grand Isle Counties. We will strive to reduce crime and crashes with thorough criminal investigations and aggressive highway safety enforcement.

- *Criminal Investigation – The St. Albans Station will make every attempt to prevent crime before it makes its way into our jurisdiction. We will accomplish this goal through an extensive intelligence network that will allow us to engage problems in the communities that we serve and by sharing investigative information with our local, county, state and federal law enforcement partners. Our priority remains to pursue those that distribute drugs and cause social harms against persons and property in our communities.*
- *Highway Safety Enforcement – Through aggressive high visibility motor vehicle enforcement programs, our Troopers will seek out and arrest those individuals that choose to drive impaired by alcohol and/or drugs on our highways. We will continue to use timely data to locate specific areas to prevent and reduce crashes. Our Troopers will use every motor vehicle contact as an educational opportunity as well as looking beyond the traffic stop in an effort to identify criminal activity as it filters into our communities. Collaborating with local, county and federal agencies is essential to any success.*

Specialty Services provided by the St. Albans Field Station:

In addition to their field primary responsibilities, many of the Troopers assigned to the St. Albans Station are members of special response teams that provide expert response

"Your Safety Is Our Business"

capabilities in a variety of areas to address critical needs throughout Vermont. The allocation of these resources is as follows:

3 - Troopers on the Tactical Services Unit (SWAT Team)

1 - Troopers on the SCUBA Team

1 - Trooper assigned a K-9

3 - Troopers trained as Drug Recognition Experts

1 - Trooper on the Crime Scene Search Team

3 - Troopers on the Clandestine Laboratory Team

2- Troopers on the Crisis Negotiation Unit

1-Trooper on the EVOC Instructor

1-Trooper on the Honor Guard

3-Member's Assistance

2017 Total Annual Figures & Comparison:

Total cases investigated:	6491
Total arrests:	520
Total tickets issued:	1624
Total warnings issued:	3874
Fatal Accidents Investigated:	4
Burglaries Investigated:	57
Impaired Driving Arrests	102

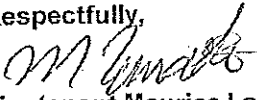
	Total Crashes	Total Burglaries	Total Thefts
Average of 2016-2017	564	67	169
2018	487	57	173

Local Community Report: Highgate

Total Cases:	509
Total Arrests:	32
DUI Arrests	4
Collisions w/ Damage	29
Collisions w/ Injury	4
Vandalisms:	10
Alarms	22
Burglary:	1

We will continue to make our communities safer through enforcement, directed patrols, outreach and community programs. It is our privilege to serve the citizens of your community.

Respectfully,


Lieutenant Maurice Lamothe
Station Commander

"Your Safety Is Our Business"



P. O. Box 207 • St. Albans, VT 05478-0207 • Phone (802) 527-1244
Fax (802) 527-1245

2018 Highgate Town Report

AmCare is the area's regional ambulance and Paramedic service, and we are the largest EMS provider in Franklin County. We provide service with 6 Advanced Life Support (ALS) ambulances and 39 licensed caregivers. All 6 ambulances are Paramedic licensed and equipped. We provide coverage with multiple staffed ambulances 24 hours a day, ALS personnel on every crew, and multiple staffed Paramedic units.

We require all ambulance crewmembers to have no criminal record, have a clean driving record, be experienced EMS providers, be licensed at or above the EMT level, and complete mandatory training including: HazMat Awareness, and FEMA's National Incident Management System ("NIMS") levels IS-00100, IS-00200, IS-00700, and IS-00800. We provide all professional career staffing.

AmCare brought Paramedic care to Franklin County in 2012, in coordination with the Northwestern Medical Center Emergency Department. After years of planning, we were the first ambulance service in the county to provide Paramedic care to its communities. The Town of Highgate was among the first communities in the county to have access to this highest level of advanced prehospital care available anywhere in the State of Vermont. This brings critical care – otherwise available only in the emergency room – directly to our patients, including important advanced medications and treatment for severe trauma and for breathing, heart, nausea, pain, allergy, pregnancy, seizure and other medical problems; as well as advanced airway intervention.

We work closely with the Highgate Fire Department and we have a staffed ambulance stationed in town during daytime hours to provide even more rapid response to emergencies throughout the community. We continue to host ongoing joint training with area Fire and First Response services, and we provide intercept and primary service to surrounding communities when their ambulance crew is out of their service area in St. Albans or in Burlington while on ambulance transports.

AmCare is an active member of our county Local Emergency Planning Committee (LEPC). We continue to make tremendous investments in our community's health care, with continual upgrades in our infrastructure, technology, education, and Paramedic care, staffing and equipment. All 6 ambulances are equipped with Mobile Computer Data Terminals which allow our EMTs and Paramedics immediate access to Vermont's Enhanced 9-1-1 mapping database and secure electronic patient medical records in real-time while enroute to calls and while actually on the scene with the patient. We are the only ambulance service in northern Vermont to employ this advanced integrated technology to directly benefit our patients and our community.

We appreciate the opportunity to provide service to our Highgate community, and we thank our community and our taxpayers for your support.

Sincerely,



Walt Krul
Director



State of Vermont
Department of Health
St. Albans District Office
27 Federal Street, Suite 201
St. Albans, VT 05478

[phone] 802 -524-7970
[fax] 802-527-5405
[toll free] 888-253-8801
HealthVermont.gov

Vermont Department of Health Local Report

Highgate, 2019

At the Vermont Department of Health our twelve Local Health District Offices around the state provide health services and promote wellness for all Vermonters.

Your local office is in St. Albans at the address and phone number above. Available to help individuals and families at worksites, schools, town meetings, or by appointment, we work hard to provide you with knowledgeable and accessible care, resources, and services. We also partner with local organizations and health care providers to ensure we're equipped to respond to the community's needs. In 2018, we worked in partnership with communities to:

- Increase capacity statewide to prevent underage and binge drinking and reduce prescription drug misuse and marijuana with *Local Health Districts for Change*.
- Prevent and control the spread of *Infectious Diseases*. In 2018 we spent \$13,729,406 on vaccines provided at no cost to healthcare providers around the state to make sure children and adults are protected against vaccine-preventable diseases. We also responded to 244 cases of infectious disease.
- Promote *Wellness* by focusing on walking and biking safety, reducing tobacco exposure, and increasing access to healthy foods through the implementation of local projects and municipal strategies.
- Support *Healthy Transitions* by helping kids stay connected with providers and dentists following transfer into foster care.
- Serve families and children with the Women, Infants, and Children (WIC) Nutrition Education and Food Supplementation Program. In 2018, we served over 11,000 families.
- Provide trainings on *Parent & Child* to Healthcare and Early Childhood Education Providers to support improved access to resources and services for parents and families with young children.
- Share new data and reports including the *Vermont Lead in Drinking Water Report* which is helping Vermonters understand and address the risk of lead in school drinking water, and the *Local Health Districts for Change* report, which is shedding light on the risk of suicide among youths.
- Work with businesses in planning and starting *Workplace Wellness* strategies to improve on-the-job opportunities for health for local residents, including creating Breastfeeding Friendly locations to support growing families.
- Work with local partners, including, schools, hospitals, and emergency personnel, to ensure we are prepared to distribute medicine, supplies, and information during a *public health emergency*.
- Improve understanding of how to stay healthy at work, home, and in the community through initiatives and resources related to 3-4-50, Help Me Grow, WIC, Building Bright Futures, Be Tick Smart, 802Quits, and the Breastfeeding Friendly Employer project.

Learn more about what we do on the web at www.healthvermont.gov

Join us on FACEBOOK.COM/VDHSTALBANS

Follow us on www.twitter.com/healthvermont





Northwest Regional Planning Commission 2018 Town Report

Northwest Regional Planning Commission is a multi-purpose governmental organization created by the municipalities of Franklin and Grand Isle Counties. NRPC implements a variety of projects and programs tailored to local, regional and statewide needs. All municipalities in the region are entitled to equal voting representation by two locally appointed members to the Board of Commissioners.

Northwest Regional Planning Commission Projects & Programs:

Municipal plan and bylaw updates and related technical assistance: Focus on predictable and effective local permitting through education and training, bylaw modernization and plan updates.

Brownfields: Complete environmental site assessments and fund clean-ups so properties can be sold, developed or re-developed to benefit the economy, create or protect jobs and increase housing opportunities.

Transportation planning: Coordinate local involvement in transportation decisions through the Transportation Advisory Committee (TAC) and provide services such as intersection studies, corridor plans and traffic counts.

Emergency planning: Better prepare our region and state for disasters by coordinating with local volunteers and Vermont Emergency Management and Homeland Security on emergency planning, exercises and training.

Energy conservation and development: Ensure increased local and regional input in energy programs and permitting through the adoption of a regional energy plan and assistance with the development of local energy plans.

Watershed planning and project development: Implement water quality projects and programs to protect water resources, ensure safe water supplies, enhance recreational opportunities and address known sources of pollution.

Regional plans: Coordinate infrastructure, community development and growth at the regional level through the development, adoption and administration of a comprehensive regional plan.

Geographic Information System Services: Provide municipalities, state agencies and regional groups with mapping and data analysis in support of their projects.

Special projects: Complete special projects such as downtown revitalization, recreation paths, farmland preservation, economic development and affordable housing projects.

Grants: Provide assistance identifying appropriate grant sources, defining a project scope and writing grant applications.

2018 Highgate Projects:

- ☞ Provided planning and zoning technical assistance.
- ☞ Updated the locally adopted Emergency Operations Plan, the E-911 poster map and the road atlas.
- ☞ Provided hazard mitigation support to the town for addressing landslide risks at the transfer station.
- ☞ Provided technical assistance to the Selectboard related to the village core master plan project, funded by a successful municipal planning grant.
- ☞ Provided staff support to Highgate officials during Missisquoi River ice jam/flooding event including serving on the Long-Term Recovery Committee for Highgate and Swanton.
- ☞ Coordinated an After-Action Review and draft report for local officials regarding the Missisquoi River ice jam/flooding.
- ☞ Funded Brownfields Environmental Assessment work for the former Machia Estate and former Town Garage properties (village core site) in Highgate Center in the amount of \$67,874.00.
- ☞ Consulted with local officials, identified projects and provided technical assistance for Municipal Roads Grants-in-Aid construction projects.
- ☞ Drafted an application for renewal of Highgate Center's state village center designation.
- ☞ Granted an affirmative determination of energy compliance to the enhanced energy plan in the town plan.
- ☞ Drafted a grant for Highgate Elementary School to design stormwater infrastructure that will treat runoff from the entire campus and mitigate offsite water quality concerns.

**Highgate
Regional Commissioners:**
Richard Noel & One Vacant Seat

**Transportation Advisory
Committee:**
Richard Noel

This year the Commission will assist our member municipalities with municipal roads general permit compliance, water quality project implementation, local energy plans, emergency preparedness, brownfields redevelopment and other needed services. The Commission has no regulatory or taxing authority; however, each year we do request a per capita assessment in support of local and regional activities and to provide matching funds for state and federal programs.

Your continued support for local and regional planning is greatly appreciated. NRPC is your resource -- please call on us for assistance with planning, zoning, transportation, mapping or other needs.

Northwest Vermont Solid Waste Management District 2018 Supervisors' Report

The Northwest Solid Waste District's (NWSWD) mission is to provide for the efficient, economical, and environmentally-sound reduction, reuse, recycling, and finally disposal of solid waste. 2018 was a great year for waste reduction and recycling in the NWSWD - our efforts resulted in the District successfully diverting more waste from the landfill than any year before! Waste diverted was recycled or reused and helped conserve resources and keep toxic materials out of Vermont landfills.

The District increased our programs and services like composting, hazardous waste disposal, and reuse. We also offered more workshops and increased our ability to pass on useful information through channels like farmers' markets and fairs and the internet. These efforts helped Franklin and Grand Isle counties reduce the waste they sent to the landfill. We measure our success by looking at the weight of waste that we sent to the landfill and what we were able to divert through reuse and recycling. All of this work shows in the amount of waste we diverted from the landfill this year. Some of this year's highlights include:

- District communities collectively diverted 31% of their waste from the landfill.
- **District operations diverted 1,734 tons of waste from the landfill in 2018! This is a 25% increase from 2017!!**
- NWSWD facilities recycled 128 tons of e-waste.
- Held eight "Backyard Composting" classes for residents.
- Launched a new community and business outreach program that has already made contact with over 260 businesses in our region.
- Collected 41 tons of hazardous material from 1462 households through our Household Hazardous Waste program. That's over 18% more households served than last year!
- Our Close the Loop compost program grew 28% and we collected 308 tons of food scraps from 33 businesses and institutions and 7 residential drop-off points to be turned into compost.

NWSWD by the Numbers

In the NWSWD, five District run recycling drop-off sites in Georgia, Montgomery, Bakersfield, St. Albans and North Hero, 2 member town run sites (Alburgh and Grand Isle), and mandatory curbside recycling by registered waste haulers allows easy access to recycling for all residents. Overall in 2018, through recycling, reuse and composting, District residents were able to divert 31% of waste created from the landfill! After all of this work the average NWSWD resident sent just 3 pounds of waste to the landfill per day. Way to go!

Through our District-operated sites and programs, this year we disposed of 914 tons of trash and recycled or diverted 1,734 tons of material including 471 tons of blue-bin recyclables. This sets the diversion rate for District services at 65%.

All District staff members are available through the District office at (802)524-5986 or info@nswsd.org. For more information about the District and our services, how to reduce and recycle your waste, or how to get involved, call District staff at the above number or come visit at 158 Morse Drive in Georgia (we even give tours of our Recycling Center). You can also visit us on the web at www.nswsd.org, find us on Facebook, and sign-up for our e-mail updates. More information can also be found in our newsletter available at your Town Meeting.

NWSWD Board of Supervisors

Summer Sounds



The All Arts Council's *Summer Sounds* popular, long running, outdoor series offers free concerts on warm summer Sunday evenings. Visit www.Summer.AllArtsCouncil.org for more info.

We began the season with **Mark Shelton** who returned as Elvis and more. We introduced **Northern Flyer**, brought back **Anderson Gram**, **Dr. Jazz** and the **Dixie Hotshots**, and the **Hokum Bros. Band**. New to us, **Clare Byrne Song and Dance** was our *Summer Sounds Surprise* and we wrapped up the season with a rip-snorting performance by **Jimmy T and the Cobras**. We snuck under the threes and the VFD Barbecue roof once to dodge the sunshine and once to dodge the rain, but the audience braved the skies and *Summer Sounds* was outdoors every Sunday. The 2018 series was our 28th season.



ELVIS IS IN THE BUILDING

Highgate businesses, many community groups, dozens of volunteers, and the Town all worked together; all the performers did a grand job. Our roster of generous local sponsors – Chevalier Drilling Co. Inc, Desorcie's Market, La Quinta Inn & Suites, O. C. McCuin & Sons, and Ray's Extrusion Dies Tubing – joined the Town of Highgate to make the season possible. Desserts were provided by the All Arts Council, Foster Grandparents, and the Highgate and Sheldon Methodist Churches. The All Arts Council also held a *Summer Sounds* concert at Bay Day.

Northwest Public Access Channel 15 covered every event and provided wonderful publicity. The videography crew produced a "front row seat" show of the *Summer Sounds* concerts and many more besides. (If you missed any of the concerts, the *Almost Live* series airs on Channel 15. Visit www.northwestaccess.info for the schedule.)



SUMMER SOUNDS DANCERS

Highgate disbursed \$3,000 of our \$4,930 total budget. Our local sponsors contributed \$1,000 and we earned about \$300 on the 50-50 and other donations in Highgate. We had many terrific donations of goods and services as well. (If we had to pay for all that "in-kind" help, it would have cost about \$5,000 more.)

We have started booking the 2019 *Summer Sounds* season with as many concerts of country, jazz, pops, brass, classics, and even a little rock-n-roll as we can fit in the park. The *Summer Sounds* concerts are always on Sunday evenings, always at 7 p.m., always in a Town Park, always in the summer, and always free.

Thanks for your continuing support!

Dick Harper, Chair, All Arts Council



JIMMY T AND THE COBRAS



2018

HIGHGATE SCHOOL DISTRICT

ANNUAL REPORT

As another year closes for the Highgate School Board, we would like to report a summary of the past year events. We have had an extremely busy year in collaboration with Highgate School Administration, the Franklin Northwest Supervisory Union (FNWSU) Administration, and the FNWSU Board.

Here are a few updates from last year:

- The AGS (Alternative Governance Structure) proposal, submitted by the FNWSU, was not accepted by the State Board of Education. Subsequently, the State Board ruled to force the merger of Highgate, Swanton, and Franklin as a new Unified School District. Sheldon would be moved into another Unified School District of matching school governance
- Due to the ruling of the State Board of Education, we are moving forward with making the articles of agreement to align with our Town and the surrounding Town's ideals. We have begun the process of merging the budgets into one unified budget.
- We have also joined the lawsuit against the State Board of Education, along with more than thirty other Towns, including Franklin and Sheldon. The lawsuit was filed on December 19th, 2018. Both sides of the lawsuit have agreed to delay the date of the organizational meeting, which is the starting point for the new merger.
- **Due to the agreement listed above, we do not have a budget to vote on Town Meeting Day.** The current local Highgate School Board cannot solely prepare the unified budget, and due to the ruling forcing the merger of the entire District, we cannot prepare an individual budget for Highgate Elementary.
- The work on the brick building roof valleys has been nearly completed. Due to the early temperature drop, we still have a small amount of work to be completed when the temperature improves.
- Highgate and the entire FNWSU showed improvement in our students test scores. There is more potential for improvement. Thanks to the dedication of our teachers, staff, and administration, we are trending in the right direction.
- The Board has decided to put forth a bond for the Town's consideration to upgrade and improve our aging buildings. We hired Ruggiano Engineering to do a facility assessment to highlight all issues and insure we are meeting code. Here are some of the issues we would like to address:
 1. The White Building roof replacement, and replace the remaining roof of the Brick Building.

2. Add insulation to the White Building and Brick Building attics to improve heating efficiency.
3. Re-grading and resurfacing of the entire parking lot
4. Replace all exterior doors of both buildings
5. Replace all exterior windows of both buildings
6. Upgrade controls to our HVAC systems
7. Install sprinkler system in the White Building
8. Install exhaust hood in the kitchen

The School Board's goal for this bond is to address many of the aging issues between both buildings. Through this assessment we have discovered a few code and compliance issues that we have to address, such as the kitchen exhaust hood and the sprinkler system for the White Building. Our HVAC controllers are extremely outdated and are becoming a liability for the school.

The Board would like to extend our appreciation to the administration, teachers, and staff of Highgate Elementary for their tireless dedication to the students of our town. We are extremely proud of the accomplishments of the students and the staff and are looking forward to another great year.

We are holding a meeting on March 4th, 2019 in the Highgate School Library for the presentation of the Bond vote. We would like everyone to come and participate in the discussion about improving our School!

Respectfully Submitted,

Chris Shepard, Chair
Lisa Wells, Vice Chair
Steve Scott
Richard Flint
David Roddy

FRANKLIN NORTHWEST SUPERVISORY UNION

Superintendent of Schools' Office

100 Robin Hood Drive, Suite 2

Swanton, VT 05488

Tel: (802) 868-4967

Fax: (802) 868-4265

Julie Regimbal, Superintendent

Tania Hayes
Dir. Special Education

Kosha Patel
Curriculum Director

Lora McAllister
Business Manager

Robert Gervais
Technology Administrator

Jeff Benay, Ed.D
Dir. Indian Education

Dear Franklin Northwest Supervisory Union Community:

I am honored to serve the communities of Franklin, Highgate, Sheldon and Swanton as the Superintendent of the Franklin Northwest Supervisory Union. In the past months, I have been so pleased to see the tremendous support our communities have for our schools. As a community member who had two children graduate from MVU, I am proud of our schools and am grateful for the support you all show for our students, faculty and administration.

I want to share some highlights of the good work happening in our schools. Thanks to the continuous focus on instructional practice, our schools are continuing to make significant progress in State assessments. Students are performing as well or better as the State of Vermont in English Language Arts and Math in many grades. Our staff are engaged in many practices that have strengthened student learning including: teacher Professional Learning Communities; effective Multi-Tiered Systems of Support for students who struggle; evidence-based interventions for children who need social emotional learning support. We have also developed apprenticeships, early college options, and rigorous alternative pathways for our students to learn in personalized ways that better prepare students for life after High School. I am consistently impressed by the quality of programming available in our schools.

Currently we are educating approximately 2200 students in our schools from PK to 12th grade. Here are the October 1, 2018 enrollments for each of our schools.

	PreK	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL ENROLLMENT	Variance from Prior FY
Franklin	25	16	9	16	22	15	21	18							142	17
Highgate	28	26	37	48	38	41	50	56							304	-30
Sheldon	30	28	26	26	37	29	29	33	23	25					286	-5
Swanton	89	65	84	81	74	74	70	74							611	14
MVU MS									120	142					262	-10
MVU HS											148	145	128	155	576	538 42
TOTAL ENROLLMENT	172	135	156	171	171	159	170	161	143	167	148	145	128	155	2181	-36

We are continuing to see enrollments decline, although not as dramatically in Franklin County as in other areas of the state.

Admittedly, this year has been challenging for many of our school communities with Act 46 and the State Board of Education's decision to merge our schools. The impacts of those decisions are significant and, because of pending litigations, somewhat uncertain. As of this writing, we have been told that Franklin, Highgate, MVU and Swanton will become a single PK-12th grade school district. Sheldon will be leaving the FNWSU and will be joining Berkshire, Bakersfield and Montgomery in a new PK-8th grade Northern Mountain Valley School District. Sheldon will continue to have High School Choice in this model. This is subject to change if there is a court decision or Legislative action that changes/modifies the State Board of Education's decision. Until that time, our schools need to plan for a transition.

Part of that transition for Franklin, Highgate and Swanton voters will be an organizational meeting that will take place in February to determine how the new district will vote on budgets, board members and other school business. Transitional board members will be sworn in at that meeting and they will warn a special school district meeting to vote on Articles of Agreement, new board members and a budget for the new unified district. At this time, we expect that that will happen in later March at the earliest. I will work with the boards and school administration to share the best information we have all the way through this process.

I want to give my heartfelt thanks to Terri O'Shea, Bob Berger, Chris Shepard, Denis Boucher and Julia Callan for their leadership as board chairs and dedication to our children and schools. I want to thank the rest of our board members for their hard work and always doing what is right for our children and young people. I also want to express my sincere gratitude for all of our talented and committed administrators, educators and staff. I am privileged to lead with such an amazing group of professionals who ensure that our schools are places where children come first and families are valued.

Yours respectfully,

Julie Regimbal
Superintendent, Franklin Northwest Supervisory Union

FRANKLIN NORTHWEST SUPERVISORY UNION AFTER SCHOOL & SUMMER PROGRAMS

*Committed to enriching the lives of
Franklin, Highgate, Sheldon and Swanton students,
by providing fun, inspirational, educational, experiential
activities, opportunities and academic support.*



Crossroads
After School



CROSSROADS
EXPLORERS



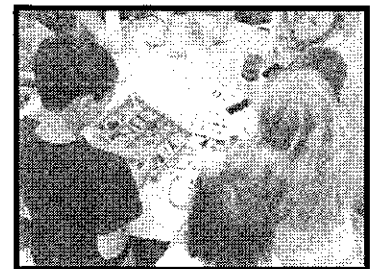
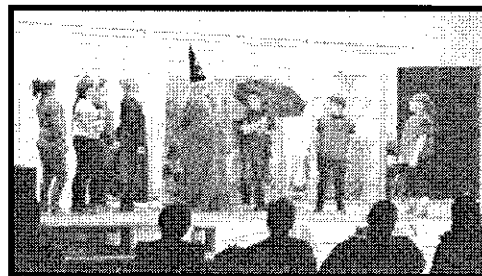
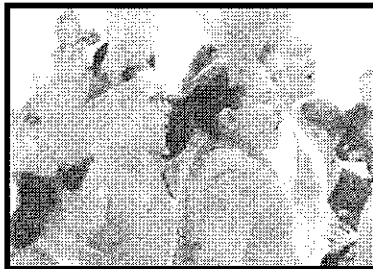
January 2019

Greetings Highgate Residents,

The Franklin Northwest Supervisory Union After School & Summer Programs is coming to the end of the current 21st Century Community Learning Centers Program Grant five year grant (2014-2019). After meeting with the School Board, FNWSU is applying for another five year grant to continue the after school and summer programs. If anyone has input on this, please contact me. Crossroads started in the 2005-2006 school year, and has annually increased in participation and has expanded the diversity of the after school and summer programming. During this five year grant period, FNWSU After School & Summer Programs celebrated its 10th year anniversary in 2016 (see video www.afterschoolprograms.fnwsu.org).

FNWSU After School and Summer Programs had 905 students registered this past 2017-2018 school year. This is 57% of all students in the FNWSU schools attending the after school and summer programs, in our target grades of 2 through 12. This is an all time high enrollment. Kudos goes to our After School Site Coordinators, Team Leaders, staff and school administration for making these programs all happen!

The Crossroads After School Programs and extensions in the Crossroads Explorers and the high school AfterHours programs, make available wonderful opportunities and offer academic support for Highgate children in grades 2 through 12. Crossroads After School Programs are free after school programs with healthy snacks and transportation provided. Our programming is geared to provide fun, inspirational, educational, experiential activities, opportunities and academic support. Keeping youth safe and providing supportive adult relationships are cornerstones to our programming.



For our new 2019-2024 21st Century Community Learning Centers Program Grant our Crossroads program goals are:

- Improve school day performance
- Improve school day attendance
- Improve overall health and physical well being
- Increase student access to, experience of and inquiry into STEAM (Science, Technology, Engineering, Art & Mathematics) activities and opportunities

Franklin Northwest Supervisory Union – 100 Robin Hood Drive, Suite 2 – Swanton VT 05488

Julie Regimbal

FNWSU Superintendent of Schools

868-4967 ext 17 or jregimbal@fnwsu.org

Carol Lizotte

FNWSU After School Program Director

868-4967 ext 21 or clizotte@fnwsu.org

At the Highgate Elementary School, the Highgate Crossroads After School Programs are offered to students in grades 2 through 6. Highgate Crossroads provides free after school programming 30 weeks during the school year Monday through Thursday, and summer mornings Monday through Friday during 4 weeks of July, with bus transportation and meals provided. **Last school year our after school programs had 141 students attending and 59 attending the summer programs, with a total of 167 students participating over the year.** This is over 79% of the school population attending Highgate Crossroads, Highgate Explorers and/or Summer Adventures in Learning (SAIL) programs last year, for our program target grades 2 through 6.

In our Highgate Crossroads end of year reports sent to the Agency of Education (AOE) for last school year, we reported that for our Highgate student regular attendees (those who attended 30 days or more):

- 56% had a decrease in the number school days absent, when compared to the prior school year.
- 59% had an improved SBAC Reading score or maintained the proficiency scores of "3" or "4".
- 47% improved or maintained SBAC Math proficiency scores of "3" or "4".

We are pleased with this positive impact for our regular attendees showing the improvement in school attendance and SBAC scores. This is part of the FNWSU After School and Summer Program goals.

The Vermont Agency of Education's 21st Century Community Learning Centers Program Grant pays for half of the FNWSU After School and Summer Programs. The other half of our funding is provided by the Highgate and MVU School Budget, as well as additional funding from Vermont Agency of Education Child Nutrition Programs, other grants that become available, agency/business partnerships, business donations, family donations and various fundraising events we organize. If you would like to contribute, donate your time or help us organize a fundraising event, please contact the school's after school program site coordinator.

All our Crossroads After School Programs continue under the guidance and oversight of the Vermont Agency of Education which requires the elements of high-quality programming to be met and reported annually, which include:

- | | |
|----------------------------------|--|
| • linkages to the school day | • regular attendees, |
| • high quality staff | • instructional leadership |
| • safe & appropriate environment | • flexible structures & student choice |
| • high interest programming | • program leadership |
| • school leadership support | • community partnerships |

After school and summer programs are an investment in our communities now and for our future.

If you would like more information on

- Highgate Crossroads After School Program, please contact Joyce Ashton, our Highgate Crossroads Coordinator at the school (868-4170 ext 222 or jashton@fnwsu.org)
- MVU Crossroads or MVU AfterHours After School Programs, please contact Michelle Gagne, our MVU Crossroads Coordinator at the school (868-0507 or mgagne@fnwsu.org).

You can also find more information on our FNWSU website www.afterschoolprograms.fnwsu.org.

Thank you for your continued support,

Carol Lizotte

FNWSU After School & Summer Programs Director
868-4967 ext 21 or clizotte@fnwsu.org

Franklin Northwest Supervisory Union – 100 Robin Hood Drive, Suite 2 – Swanton VT 05488

Julie Regimbal

FNWSU Superintendent of Schools
868-4967 ext 17 or jregimbal@fnwsu.org

Carol Lizotte

FNWSU After School Program Director
868-4967 ext 21 or clizotte@fnwsu.org

HIGHGATE SCHOOL DISTRICT BALANCE SHEET

	June 30, 2017	June 30, 2018
ASSETS:		
Cash & Cash Equivalent	\$659,599	\$434,187
Total Assets:	\$659,599	\$434,187
 LIABILITIES & EQUITY:		
Payroll Withholdings & Liabilities	\$193,408	\$182,298
Due to Other Funds	\$121,191	(\$11,106)
 Fund Equity	\$345,000	\$262,994
Total Liabilities & Equity:	\$659,599	\$434,187

Fund Balance:	\$345,000	\$262,994
Unreported Fund Balance from Prior Year to reduce next year's taxes	(\$49,640)	(\$146,959)
Special Education Revenue Adjustments	(\$111,641)	(\$42,400)
Current Year's Carryover Reported to reduce next year's taxes	\$0	\$0
 Unreserved Fund Balance (goes towards subsequent tax year)	\$183,719	\$73,635

A copy of the annual outside audit of the Highgate Town School District's financial statements for fiscal year ending June 30, 2018, performed by RHR Smith and Company, Buxton, Maine, will be available at the Town Clerk's Office and/or the Superintendent of Schools' Office once finalized.

HIGHGATE SCHOOL DISTRICT

Revenue Report

July 1, 2017 - June 30, 2018

	Budgeted	Actuals	Variance
General Fund Balance, July 1, 2017	\$345,000	\$345,000	\$0
Homestead Property Taxes	\$1,044,136	\$1,044,136	\$0
Non-Homestead Property Taxes	\$1,543,005	\$1,537,165	(\$5,840)
VT Health Care Recapture	\$0	(\$22,603)	(\$22,603)
Education Spending Revenue from State	\$1,839,297	\$1,841,468	\$2,172
Special Education State Aid with adjustment from PY	\$206,284	\$199,756	(\$6,528)
Transportation Reimbursement	\$95,843	\$95,528	(\$315)
Care and Custody Revenue	\$0	\$19,313	\$19,313
Interest Income	\$2,000	\$2,208	\$208
Grant funding	\$141,404	\$166,438	\$25,034
FNWSU Support - EPSDT	\$11,000	\$7,250	(\$3,750)
Medicaid Reimbursement	\$50,000	\$48,321	(\$1,679)
Municipal Bond Savings Allocation	\$0	\$619	\$619
Pcard Reward	\$0	\$399	\$399
State Food Service Equipment Grant	\$0	\$0	\$0
FMDA Rebate	\$0	\$802	\$802
Miscellaneous Reimb./Refunds, Adjustments	\$0	\$752	\$752
Subtotal - Receipts:	\$4,932,968	\$4,941,553	\$8,584
Minus General Fund Expenditures:		(\$4,911,916)	
Transfer to Capital Reserve		\$0	
Minus FY17 Special Ed Intensive Reimbursement Adjustment		(\$111,641)	
Total General Fund Balance, June 30, 2018		\$262,995	
Audited Governmental Fund Balances, June 30, 2018		\$262,995	
Reported for FY19 Property Tax Reduction		(\$146,959)	
Prior Year Special Education Adjustments		(\$42,400)	
Unreserved FY19 Fund Balance		<u>\$73,636</u>	
Special Revenue Fund Balance, July 1, 2017		\$8,001	
Special Revenue Receipts		\$1,700	
Special Revenue Expenditures		(\$700)	
Total Special Revenue Fund Balance, June 30, 2018		<u>\$9,001</u>	
Capital Reserve Fund Balance, July 1, 2018		\$113,190	
FY18 Article Capital Reserve Allocation		\$0	
FY18 Article Capital Reserve Expenditures		(\$29,950)	
Total Capital Reserve Fund Balance, June 30, 2017		<u>\$83,240</u>	

FRANKLIN NORTHWEST SUMMARY
TREASURER's REPORT
July 1, 2017 - June 30, 2018

		FY2018		
	Beginning Balance	Receipts	Expenditures	Ending Balance
Title I Grant	\$35,599	\$1,064,226	\$942,997	\$156,828
Title IIA Grant	\$12,485	\$269,384	\$270,546	\$11,323
Title IV Grant	\$0	\$47,575	\$42,986	\$4,589
IDEA-B Grant	\$174,456	\$529,640	\$584,480	\$119,616
IDEA-B Preschool Grant	\$7,588	\$6,852	\$12,247	\$2,193
Preschool Development Expansion Grant	\$56,314	\$366,594	\$339,971	\$82,937
Best Grant / Act 230 Grants	\$1,585	\$15,812	\$15,051	\$2,346
FNW Crossroads Program	\$705	\$422,663	\$415,374	\$7,994
Crossroads non-grant revenues	\$31,435	\$209,677	\$208,694	\$32,418
Tobacco Grant	\$14,024	\$30,000	\$43,706	\$318
VT Kids Against Tobacco	\$1,484	\$0	\$1,484	\$0
Standards Board(s) - Local & Regional	\$520	\$1,638	\$1,046	\$1,112
VSBIT Equipment Grant	-\$3,284	\$20,000	\$2,488	\$14,228
Medicaid Reimbursements (school-based)	\$488,934	\$448,019	\$243,169	\$693,784
Medicaid Reimbursements (FNWSU)	\$100,376	\$111,960	\$31,847	\$180,489
EPSDT Reimbursements	\$26,076	\$26,868	\$45,493	\$7,451
Central Office	\$42,704	\$1,139,636	\$1,164,175	\$18,165
Special Education	\$150,027	\$217,526	\$301,696	\$65,857
School-based Special Education	\$390,908	\$5,661,274	\$5,326,363	\$725,819
Early Childhood Program	\$47,718	\$922,295	\$942,106	\$27,907
Contracted Transportation (all schools)	\$2	\$1,284,759	\$1,283,236	\$1,525
Fiduciary/Fiscal Agent Funds:				
Franklin/Grand Isle County ECP Advisory Council	\$138,493	\$0	\$4,323	\$134,170
Franklin/Grand Isle County Bookmobile	\$17,356	\$64,102	\$60,120	\$21,338
Team FNW Tutoring Program	\$2,291	\$60,810	\$61,810	\$1,291
VEHI Pathpoints Wellness Program	\$9,464	\$4,025	\$7,164	\$6,325
Indian Education Grant	\$1	\$195,565	\$195,565	\$1
Mentoring Program	\$8,978	\$5,072	\$3,822	\$10,228
Federal Hot Lunch Reimbursements (all schools)	\$6,032	\$929,173	\$929,173	\$6,032
Fresh Fruit & Vegetable Program (FFVP)	\$0	\$82,918	\$82,918	\$0
School Improvement Grant (MVU)	\$5,088	\$113,316	\$111,761	\$6,643
Farm to School Grant (Franklin)	\$2,700	\$1,865	\$4,440	\$125

A copy of the Independent Audit for the fiscal year ending June 30, 2018, performed by R.H.Smith & Co., will be available
at the Superintendent of Schools' Office.

FRANKLIN NORTHWEST SUPERVISORY UNION
CENTRAL OFFICE BUDGET - FY2018 Expenditures & FY2019 Anticipated Expenses

	FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Anticipated	
Expenses:					
Administration Salaries	\$531,924	\$510,812	\$542,404	\$521,178	
Support Staff Salaries	\$141,860	\$167,647	\$401,158	\$423,085	
Insurance Benefits	\$129,439	\$127,149	\$220,484	\$224,846	
Other Benefits	\$41,593	\$38,619	\$54,794	\$50,013	
Payroll Expense	\$54,603	\$52,689	\$77,223	\$71,987	
Purchased Prof. Services	\$49,500	\$68,142	\$47,945	\$51,014	
Repair&Maintenance & Equip. Lease	\$8,265	\$7,759	\$9,015	\$12,000	
Other Property Services	\$43,985	\$44,242	\$46,985	\$41,825	
Office Expenses	\$11,000	\$9,237	\$10,500	\$9,000	
Travel & Professional Development	\$12,000	\$11,487	\$12,000	\$12,250	
Supplies & Acct'g/H.R. Software	\$44,500	\$46,122	\$42,500	\$49,859	
Equipment	\$10,000	\$7,247	\$9,000	\$24,600	
Dues & Fees	\$4,850	\$5,105	\$4,950	\$5,620	
Total Expense:	\$1,083,519	\$1,096,257	\$1,478,958	\$1,497,277	
Revenues:					
Title I and II funding	\$69,213	\$81,115	\$66,728	\$70,592	
Other Grant receipts	\$22,000	\$34,061	\$22,000	\$32,000	
Miscellaneous / Other	\$23,750	\$57,926	\$35,530	\$58,346	
Total Revenues:	\$114,963	\$173,102	\$124,258	\$160,938	
ASSESSMENT AMOUNT	<u>\$968,556</u>		<u>\$1,354,700</u>		

**Due to Act 46, FY2020
Supervisory Union Budgets are
not currently being proposed.
A new Merged School District
Budget will be proposed at a
later time.**

FRANKLIN NORTHWEST SUPERVISORY UNION
SPECIAL EDUCATION BUDGET - FY2018 Expenditures & FY2019 Anticipated Expenses

	FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Anticipated	
Expenses:					Due to Act 46, FY2020 Supervisory Union Budgets are not currently being proposed. A new Merged School District Budget will be proposed at a later time.
Special Education Administration	\$181,960	\$160,000	\$172,250	\$178,618	
Medicaid Clerk / Clerical Support	\$69,690	\$60,840	\$84,524	\$65,772	
Adapted Curriculum	\$72,935	\$72,934	\$74,760	\$78,375	
Occupational Therapy	\$61,229	\$61,230	\$62,764	\$62,761	
Insurance & Other Benefits	\$93,522	\$78,134	\$91,029	\$76,607	
Payroll Expense	\$31,445	\$28,530	\$32,392	\$31,018	
Purchased Professional Services	\$8,250	\$12,962	\$4,250	\$7,177	
Office Expenses	\$0	\$634	\$750	\$995	
Travel / Conference	\$0	\$2,782	\$2,000	\$2,500	
Supplies & Equipment	\$750	\$6,759	\$4,000	\$5,500	
Dues & Fees	\$1,250	\$2,940	\$1,500	\$1,500	
Subtotal:	\$521,031	\$487,745	\$530,219	\$510,823	
Revenues:					
Medicaid Reimbursement	\$22,444	\$25,801	\$24,041	\$24,041	
IDEA-B Grant Reimbursement	\$186,862	\$186,048	\$200,197	\$199,701	
Other [Carry Forward from Previous Year]	\$35,000	\$65,027	\$60,027	\$65,856	
Total Revenues:	\$244,306	\$276,876	\$284,265	\$289,598	
ASSESSMENT AMOUNT	<u>\$276,725</u>		<u>\$245,954</u>		

FRANKLIN NORTHWEST - SCHOOL-BASED SPECIAL EDUCATION STAFF & EXPENSE BUDGET

	FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Anticipated	
District Spec Education Expenses at SU:					
SpEd Instructional Salaries (includes Subs & Tutors)	\$1,928,565	\$1,827,295	\$1,940,953	\$1,851,467	
SpEd Instructional Benefits	\$661,927	\$575,590	\$618,294	\$550,896	
Speech Services	\$670,975	\$584,758	\$603,185	\$586,387	
Psychological Services	\$221,889	\$281,944	\$358,405	\$334,958	
Tuition Expense	\$1,551,398	\$1,243,864	\$1,523,500	\$1,445,003	
Transportation Expense	\$299,774	\$312,272	\$279,000	\$346,415	
All Other Expenses (supplies/equipment, etc)	\$274,455	\$496,349	\$385,860	\$654,522	
Total Expense:	\$5,608,983	\$5,322,072	\$5,709,197	\$5,769,648	
Offsetting Revenues:					
Mainstream Block Grant	\$818,262	\$818,262	\$799,205	\$799,205	
Special Ed Expenditure Reimb	\$2,242,839	\$2,320,889	\$2,045,358	\$2,167,661	
Extraordinary Expense Reimb	\$194,338	\$0	\$363,500	\$264,500	
State Placed/Care & Custody Reimb	\$110,695	\$36,239	\$32,500	\$0	
IDEA-B Funding	\$0	\$47,169	\$176,325	\$148,039	
Prior Year Carryforward	\$0	\$64,940	\$154,278	\$154,278	
Total Revenues:	\$3,366,134	\$3,287,499	\$3,571,166	\$3,533,683	
NET SpecEduc Expenditure Assessment :	\$2,242,849	\$2,034,573	\$2,138,031	\$2,235,965	

FRANKLIN NORTHWEST SUPERVISORY UNION
EARLY CHILDHOOD PROGRAM BUDGET - FY2018 Expenditures & FY2019 Anticipated Expenses

	FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Anticipated	
Expenses:					
ECP Administration	\$84,500	\$75,645	\$77,540	\$77,536	<p style="text-align: center;">Due to Act 46, FY2020 Supervisory Union Budgets are not currently being proposed. A new Merged School District Budget will be proposed at a later time.</p>
Teachers' Salaries	\$577,031	\$502,638	\$519,035	\$453,437	
Support Staff	\$188,937	\$201,172	\$224,307	\$194,011	
Speech Pathologist Salary	\$116,500	\$112,400	\$116,900	\$115,400	
ECP Secretary Salary	\$33,050	\$31,729	\$29,400	\$33,384	
Insurance Benefits	\$212,230	\$178,478	\$174,105	\$185,220	
Payroll Expense	\$86,180	\$84,467	\$89,503	\$84,379	
Other Benefits	\$10,314	\$12,780	\$15,600	\$18,523	
OT/PT & Psychological Services	\$8,750	\$4,477	\$8,750	\$4,400	
Purchased Prof. Services	\$13,200	\$6,410	\$13,950	\$11,650	
Repair&Maintenance	\$2,235	\$732	\$2,235	\$2,232	
Office Expenses	\$39,000	\$36,278	\$38,750	\$33,750	
Student Tuition & Transportation	\$77,550	\$138,332	\$147,265	\$159,838	
Travel / Conference	\$9,000	\$8,623	\$10,000	\$9,000	
Supplies & Equipment	\$9,750	\$7,646	\$16,161	\$14,000	
Total Expense:	\$1,468,227	\$1,401,807	\$1,483,501	\$1,396,760	

Revenues:					
EEE Grant	\$166,616	\$166,616	\$178,225	\$178,225	
PreK Expansion Grant Receipts	\$317,825	\$261,214	\$200,743	\$149,578	
Other Grant Funding	\$34,500	\$42,378	\$123,377	\$70,884	
Carryover from Prior Year	\$37,500	\$47,718	\$5,000	\$27,907	
Total Revenues:	\$556,441	\$517,926	\$507,345	\$426,594	

ASSESSMENT AMOUNT	<u>\$911,786</u>	<u>\$976,156</u>	
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HIGHGATE SCHOOL DISTRICT
FY2018 Expenditures, FY2019 Estimated Expenditures

Funct/ Object Description		FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Estimated	
1100	INSTRUCTIONAL PROGRAMS:					
110	Teachers' Salaries	\$1,523,883	\$1,504,450	\$1,471,291	\$1,452,492	
111	Extracurricular Salaries	\$5,010	\$3,250	\$5,010	\$3,250	
112	Behavior Management	\$41,962	\$40,218	\$42,402	\$42,403	
119	Paraprofessionals' Salaries	\$140,022	\$194,206	\$148,955	\$281,901	
119.01	Lunch Monitors	\$12,888	\$970	\$6,750	\$6,750	
120	Substitutes Salaries	\$37,000	\$45,180	\$40,000	\$45,000	
121	Tutors' Salaries	\$1,000	\$7,884	\$1,000	\$2,000	
130	Summer Services	\$0	\$5,178	\$5,150	\$6,328	
210	Health Insurance	\$311,281	\$267,373	\$245,119	\$198,535	
211.18	Health Reimbursement Account (HRA)	\$0	\$32,447	\$66,088	\$57,879	
211	Dental Insurance	\$16,955	\$18,455	\$20,149	\$17,028	
220	Social Security	\$135,110	\$134,282	\$131,229	\$136,491	
232	VSTRS Health Care Payment	\$1,097	\$7,500	\$7,668	\$10,200	
240	Municipal Retirement	\$7,909	\$9,748	\$8,530	\$16,462	
250	Workers Compensation	\$11,451	\$10,971	\$6,875	\$10,705	
260	Unemployment Compensation	\$2,000	\$4,101	\$2,000	\$2,000	
300	Contracted Services	\$26,000	\$49,042	\$49,781	\$46,781	
300.01	ESL Purchased Services	\$37,715	\$35,828	\$39,224	\$39,224	
310	After School Programs support	\$37,774	\$37,775	\$37,774	\$37,774	
311	Mentoring	\$11,000	\$11,400	\$11,000	\$11,000	
320	Purchased Services (NCSS)	\$0	\$26,618	\$36,050	\$23,407	
430	Repair & Maintenance	\$2,500	\$4,065	\$2,500	\$3,357	
440	Copier Equipment Lease	\$10,528	\$10,529	\$10,528	\$10,528	
540	Advertising	\$750	\$818	\$750	\$750	
560	Student Tuition	\$0	\$15,825	\$0	\$0	
580	Travel and Mileage	\$750	\$193	\$750	\$750	
610	Instructional Supplies	\$25,000	\$17,851	\$28,000	\$28,000	
640	Instructional Books	\$15,000	\$15,738	\$15,000	\$15,000	
660	Manipulatives	\$2,000	\$825	\$2,000	\$2,000	
730	Equipment	\$10,000	\$16,626	\$10,000	\$10,000	
	Subtotal - Instructional Prog.	\$2,426,585	\$2,529,346	\$2,451,573	\$2,517,995	
						Due to Act 46, a FY2020 Local School Budget is not currently being proposed. A new Merged School District Budget will be proposed at a later time.

Funct/ Object Description		FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Estimated	
1210 SPECIAL EDUCATION:						
110	Teachers' Salaries	\$0	\$0	\$0	\$0	
115	Paraprofessionals' Salaries	\$277,879	\$231,231	\$275,629	\$215,116	
120	Substitutes' Salaries	\$15,000	\$5,382	\$20,000	\$10,000	
121	Tutors' Salaries	\$8,000	\$1,998	\$8,000	\$3,620	
210	Health Insurance	\$44,769	\$12,114	\$19,627	\$15,431	
211.18	Health Reimbursement Account (HRA)	\$0	\$3,853	\$5,998	\$4,604	
211	Dental Insurance	\$0	\$0	\$0	\$0	
220	Social Security	\$23,017	\$17,862	\$22,233	\$15,521	
240	Municipal Retirement	\$11,115	\$8,440	\$11,370	\$9,435	
250	Workers Compensation	\$1,956	\$1,956	\$1,163	\$1,348	
260	Unemployment Compensation	\$500	\$0	\$500	\$500	
300	Purchased Services	\$0	\$0	\$0	\$7,047	
566	Tuition to Private Schools	\$0	\$0	\$0	\$0	
610	Supplies	\$0	\$0	\$0	\$0	
730	Equipment	\$0	\$0	\$0	\$0	
Subtotal - Spec. Education		\$382,236	\$282,836	\$364,520	\$282,622	
1214 EARLY CHILDHOOD PROGRAM:						
331	Assessment	\$244,883	\$244,883	\$260,357	\$260,357	
Subtotal - Early Childhood Prog.		\$244,883	\$244,883	\$260,357	\$260,357	
2120 COUNSELING SERVICES						
110	Counselor 's Salary	\$57,500	\$53,900	\$55,400	\$55,400	
210	Health Insurance	\$13,663	\$12,104	\$10,335	\$10,387	
211.18	Health Reimbursement Account (HRA)	\$0	\$1,650	\$3,344	\$3,360	
210.1	Dental Insurance	\$681	\$680	\$666	\$666	
220	Social Security	\$4,399	\$3,919	\$4,238	\$4,238	
250	Workers Compensation	\$374	\$373	\$222	\$332	
300	Contracted Services	\$27,545	\$28,980	\$30,377	\$31,431	
610	Instructional Supplies	\$250	\$551	\$250	\$260	
640	Instructional Books	\$300	\$375	\$0	\$465	
660	Manipulatives	\$300	\$0	\$300	\$300	
730	Equipment	\$0	\$0	\$300	\$300	
Subtotal - Counseling		\$105,012	\$102,532	\$105,432	\$107,139	

Funct/ Object Description		FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Estimated	
2130	HEALTH SERVICES:					
110	Nurse's Salary	\$50,500	\$45,300	\$46,800	\$46,800	
120	Substitutes' salaries	\$1,250	\$2,394	\$1,250	\$1,250	
210	Health Insurance	\$18,792	\$16,807	\$15,749	\$15,320	
211.18	Health Reimbursement Account (HRA)	\$0	\$1,650	\$3,344	\$3,360	
211	Dental Insurance	\$1,050	\$1,047	\$1,026	\$1,026	
220	Social Security	\$3,959	\$3,359	\$3,580	\$3,580	
250	Workers Compensation	\$336	\$336	\$421	\$281	
430	Repair & Maintenance	\$150	\$0	\$150	\$150	
610	Supplies	\$1,200	\$1,120	\$1,200	\$1,200	
730	Equipment	\$800	\$243	\$800	\$800	
	Subtotal - Health Serv.	\$78,037	\$72,256	\$74,320	\$73,767	
2150	SPEECH PATH. & AUDIOLOGY:					
115	Paraprofessional Salary	\$14,867	\$13,390	\$13,913	\$15,346	
210	Health Insurance	\$5,330	\$4,308	\$3,770	\$4,148	
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$1,152	\$1,238	
220	Social Security	\$1,137	\$956	\$1,064	\$1,174	
240	Municipal Retirement	\$595	\$536	\$574	\$633	
250	Workers Compensation	\$74	\$74	\$56	\$92	
300	Contracted Speech Services	\$2,500	\$0	\$6,000	\$6,000	
	Subtotal - Speech Pathology	\$24,503	\$19,264	\$26,529	\$28,631	
2213	INSTR. STAFF TRAINING:					
270	Course Reimbursement (Prof.)	\$30,000	\$20,187	\$30,000	\$30,000	
270.1	Staff Development (All)	\$8,000	\$5,242	\$15,000	\$15,000	
	Subtotal - Staff Training	\$38,000	\$25,429	\$45,000	\$45,000	
2222	LIBRARY SERVICES:					
110	Librarian's Salary	\$65,038	\$65,238	\$66,738	\$66,438	
120	Substitutes' Salaries	\$250	\$250	\$250	\$250	
210	Health Insurance	\$18,792	\$16,807	\$15,749	\$15,320	
211.18	Health Reimbursement Account (HRA)	\$0	\$1,650	\$3,344	\$3,360	
211	Dental Insurance	\$681	\$680	\$666	\$666	
220	Social Security	\$4,995	\$4,393	\$5,105	\$5,083	

Funct/ Object Description		FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Estimated	
2222 LIBRARY SERVICES CONT.:						
250	Workers Compensation	\$424	\$424	\$267	\$399	
430	Repair & Maintenance	\$450	\$0	\$450	\$450	
580	Travel and Conference	\$100	\$0	\$100	\$100	
610	Supplies	\$500	\$57	\$500	\$500	
640	Books & Periodicals	\$5,000	\$4,167	\$5,000	\$5,000	
650	Audiovisuals	\$250	\$0	\$250	\$631	
670	Computer Software	\$2,637	\$1,510	\$2,637	\$2,637	
730	Equipment	\$2,500	\$0	\$2,500	\$2,500	
Subtotal - Library		\$101,617	\$95,176	\$103,556	\$103,334	
2225 SCHOOL-WIDE TECHNOLOGY						
110.01	Educational Technologist	\$59,000	\$36,376	\$57,000	\$0	
110	Coordinator's Salary	\$33,440	\$35,807	\$40,040	\$55,840	
210	Health Insurance	\$38,160	\$24,572	\$26,085	\$6,536	
211.18	Health Reimbursement Account (HRA)	\$0	\$2,475	\$6,689	\$1,710	
211	Dental Insurance	\$1,221	\$960	\$1,692	\$555	
220	Social Security	\$7,072	\$5,203	\$7,424	\$4,272	
240	Municipal Retirement	\$1,338	\$1,395	\$2,252	\$3,211	
250	Workers Compensation	\$601	\$600	\$388	\$335	
260	Technology Unemployment	\$0	\$11,894	\$0	\$0	
270	Coursework Reimbursement	\$1,200	\$0	\$1,200	\$1,200	
430	Repair & Maintenance	\$1,500	\$1,806	\$1,500	\$1,500	
430.01	Computer Lease	\$5,000	\$5,506	\$9,811	\$13,133	
530	Telephone/Internet	\$2,000	\$1,704	\$2,000	\$2,000	
580	Conferences and Workshops	\$1,000	\$0	\$1,000	\$1,000	
610	Supplies	\$3,850	\$2,823	\$3,850	\$3,850	
670	Computer Software	\$7,300	\$10,368	\$7,300	\$7,300	
730	Equipment	\$1,400	\$735	\$1,400	\$1,400	
739	Computer Equipment	\$10,000	\$13,139	\$27,000	\$27,000	
Subtotal - School-Wide Technology		\$174,082	\$155,363	\$196,631	\$130,842	
2310 BOARD OF EDUCATION:						
111	Board Salaries	\$3,350	\$3,350	\$3,350	\$3,350	
220	Salary, Board Secretary	\$1,200	\$1,236	\$1,200	\$1,200	

Funct/ Object Description		FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Estimated	
2310	BOARD OF EDUCATION CONT.:					
260	Social Security	\$348	\$351	\$348	\$348	
270	Board Training	\$400	\$0	\$400	\$400	
330	Legal Services/Negotiations	\$7,500	\$186	\$7,500	\$7,500	
360	Legal Services	\$0	\$13,044	\$2,500	\$2,500	
540	Advertising	\$1,000	\$126	\$1,000	\$1,000	
550	Town Report Printing	\$1,500	\$0	\$1,500	\$1,500	
580	Travel	\$200	\$0	\$200	\$200	
610	Supplies	\$100	\$513	\$100	\$100	
810	Dues [VSBA]	\$1,773	\$1,608	\$1,773	\$1,773	
	Subtotal - Board of Educ.	\$17,371	\$20,414	\$19,871	\$19,871	
2321	OFFICE OF THE SUPT:					
331	S. U. Assessment (Central Office)	\$141,022	\$141,022	\$199,367	\$199,367	
333	S. U. Assessment (SpecEduc Admin)	\$36,964	\$36,964	\$32,078	\$32,078	
	Transfer of SPED to SU Assessment	\$386,157	\$453,245	\$454,799	\$549,766	
	Transfer of Speech/Psych to SU Assessment	\$162,186	\$130,310	\$147,289	\$152,597	
	Transfer of SPED Transportation	\$9,000	\$31,486	\$21,500	\$21,500	
	Special Ed Expenditure Reimbursement	(\$203,724)	(\$239,100)	(\$231,814)	(\$331,000)	
	Mainstream Block Grant	(\$113,558)	(\$113,558)	(\$110,930)	(\$110,930)	
	IDEAB Grant	\$0	\$0	(\$27,876)	(\$1,279)	
	Subtotal - Supt's Office	\$418,047	\$440,369	\$484,413	\$512,099	
2410	PRINCIPAL'S OFFICE:					
110	Principal & Asst Principal's Salaries	\$176,970	\$173,316	\$180,029	\$179,520	
119	Admin Asst & Secretary's Salaries	\$63,588	\$72,709	\$60,932	\$63,472	
120	Substitutes' Salaries	\$1,000	\$245	\$1,000	\$1,000	
210	Health Insurance	\$36,799	\$35,051	\$32,355	\$26,381	
211.18	Health Reimbursement Account (HRA)	\$0	\$4,125	\$8,428	\$6,780	
211	Dental Insurance	\$2,452	\$2,095	\$956	\$1,370	
212	Long Term Disability Insurance	\$700	\$588	\$700	\$700	
220	Social Security	\$18,479	\$18,228	\$18,281	\$18,589	
240	Municipal Retirement	\$2,544	\$2,914	\$3,427	\$3,650	
250	Workers Compensation	\$1,570	\$1,440	\$956	\$1,458	
270	Course Reimbursement	\$2,000	\$0	\$4,000	\$4,000	

Funct/ Object Description		FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Estimated	
2410	PRINCIPAL'S OFFICE CONT.:					
300	Contracted Services	\$7,500	\$2,768	\$7,500	\$7,500	
301	Purchased Services	\$100	\$53	\$100	\$100	
430	Repair & Maintenance	\$0	\$0	\$0	\$0	
530	Telephone	\$7,000	\$5,220	\$7,000	\$8,400	
531	Postage	\$1,300	\$1,758	\$1,300	\$1,300	
580	Conference/Travel	\$2,000	\$4,374	\$2,000	\$2,000	
610	Supplies	\$1,000	\$344	\$3,000	\$3,000	
670	Software	\$0	\$2,051	\$0	\$460	
730	Equipment	\$2,000	\$456	\$2,000	\$2,000	
810	Dues & Memberships	\$500	\$615	\$995	\$995	
	Subtotal - Principal's Office	\$327,502	\$328,348	\$334,959	\$332,675	
2520	FISCAL SERVICES:					
110	Bookkeeper's Salary	\$13,286	\$14,520	\$0	\$0	
220	Social Security	\$1,016	\$1,111	\$0	\$0	
430	Repair and Maintenance	\$0	\$413	\$0	\$0	
610	Supplies	\$500	\$448	\$500	\$500	
830	Interest on Current Loan	\$1,000	\$571	\$1,000	\$750	
	Subtotal - Fiscal Services	\$15,802	\$17,063	\$1,500	\$1,250	
2540	PLANT OPERATIONS:					
110	Custodians' Salaries	\$143,675	\$144,024	\$151,985	\$151,992	
120	Substitutes' Salaries	\$4,000	\$2,785	\$4,000	\$4,000	
210	Health Insurance	\$54,639	\$47,597	\$41,964	\$41,624	
211.18	Health Reimbursement Account (HRA)	\$0	\$5,775	\$11,728	\$11,790	
211	Dental Insurance	\$1,620	\$1,439	\$1,684	\$1,684	
220	Social Security	\$11,297	\$10,451	\$11,933	\$11,627	
240	Municipal Retirement	\$5,747	\$5,761	\$6,269	\$8,740	
250	Workers Compensation	\$8,861	\$8,860	\$9,359	\$10,639	
300	Purchased Services	\$738	\$1,304	\$738	\$18,028	
421	Disposal/Recycling Services	\$6,442	\$6,432	\$6,635	\$6,635	
430	Repair/Maintenance	\$45,000	\$33,317	\$61,000	\$61,000	
430.1	Contracted Maintenance	\$4,000	\$4,483	\$4,000	\$4,000	
521	Property Insurance	\$16,813	\$15,618	\$17,317	\$17,317	

Funct/ Object Description		FY2018 Budget	FY2018 Actuals	FY2019 Budget	FY2019 Estimated	
2540 PLANT OPERATIONS CONT.:						
580	Travel / Mileage	\$750	\$484	\$750	\$750	
610	Supplies	\$20,000	\$20,660	\$20,000	\$20,000	
621	Heat/Fuel [Natural Gas]	\$40,000	\$28,396	\$37,000	\$37,000	
622	Electricity	\$43,260	\$37,142	\$40,000	\$40,000	
700	Equipment	\$26,800	\$3,967	\$26,800	\$26,800	
<i>Subtotal - Plant Operation</i>		\$433,642	\$378,495	\$453,162	\$473,626	
2550 PUPIL TRANSPORTATION						
513	Contracted Service	\$186,225	\$186,246	\$191,812	\$115,982	
513.01	Non-Special Educ Transportation	\$1,600	\$1,146	\$1,600	\$1,600	
514	Other Transportaation	\$5,000	\$6,345	\$7,500	\$7,500	
<i>Subtotal - Pupil Transportation</i>		\$192,825	\$193,737	\$200,912	\$125,082	
2600 FOOD SERVICE						
300	Contracted Services	\$0	\$0	\$0	\$0	
700	Equipment	\$2,500	\$0	\$2,500	\$2,500	
<i>Subtotal - Food Service</i>		\$2,500	\$0	\$2,500	\$2,500	
5100 DEBT SERVICE						
830	Interest	\$0	\$0	\$0	\$0	
910	Principal	\$0	\$0	\$0	\$0	
<i>Subtotal - Debt Service</i>		\$0	\$0	\$0	\$0	
BUDGET TOTAL		\$4,982,644	\$4,905,506	\$5,125,240	\$5,016,787	

FRANKLIN NORTHWEST SUPERVISORY UNION

[All Schools and Supervisory Union]

2018 - 2019

Salary Schedule

Step	BA/BS	BA/BS+15	BA/BS+30	MA	MA+15	MA+30
1	\$40,000	\$41,500	\$43,000	\$44,400	\$45,900	\$47,400
2	\$41,800	\$43,300	\$44,800	\$46,200	\$47,700	\$49,200
3	\$43,600	\$45,100	\$46,600	\$48,000	\$49,500	\$51,000
4	\$45,400	\$46,900	\$48,400	\$49,800	\$51,300	\$52,800
5	\$46,800	\$48,300	\$49,800	\$51,200	\$52,700	\$54,200
6	\$48,200	\$49,700	\$51,200	\$52,600	\$54,100	\$55,600
7	\$49,600	\$51,100	\$52,600	\$54,000	\$55,500	\$57,000
8	\$51,000	\$52,500	\$54,000	\$55,400	\$56,900	\$58,400
9		\$53,900	\$55,400	\$56,800	\$58,300	\$59,800
10		\$55,100	\$56,600	\$58,000	\$59,500	\$61,000
11			\$57,800	\$59,200	\$60,700	\$62,200
12				\$60,400	\$61,900	\$63,400
13				\$61,600	\$63,100	\$64,600
14				\$62,800	\$64,300	\$65,800
15				\$64,000	\$65,500	\$67,000
16				\$65,200	\$66,700	\$68,200
17					\$67,900	\$69,400
18					\$69,100	\$70,600
19					\$70,300	\$71,800
20						\$73,000
21						\$74,200
22						\$75,400
23						\$76,600

HIGHGATE SCHOOL DISTRICT
2018 - 2019 Staff Salaries

Professional Staff:	Degree	Step	Level	FTE
Kyra Barrett [Classroom Teacher]	BA	5	I	100%
Roxannae Bissonnette-Skeels [PreK Teacher]	BA	1	I	100%
Leslie Byrne [Art Teacher]	BA+45	16 OS	II	80%
Tonya Caswell [Classroom Teacher]	BA+30	4	II	100%
Louanne Collins [Math Interventionist]	MA	16 OS	II	100%
Elise Doner [PreK Teacher]	BA+15	2	II	100%
Corynne Dyke [Classroom Teacher]	BA+15	7	II	100%
Kelly Enterline [Librarian]	MA	16 OS	II	100%
Cadence Fowler [Music Teacher]	BA	1	I	100%
Jennifer Gagne [School Nurse]	BS/RN	5	II	100%
Lynne Hansen [Literacy Coach]	MA	16 OS	II	55%
Andrew Evans [Classroom Teacher]	BA+30	11	II	100%
Sarah Forman [Classroom Teacher]	BA	1	I	100%
Kelly Heinlein [Classroom Teacher]	MA+15	15	II	100%
Diane Hemingway [Classroom Teacher]	MA+30	20	II	100%
Jennifer Hubbard [Math Coach]	MA+30	9	II	100%
Tori Nicole Hubbard [Classroom Teacher]	BA+15	1	I	100%
Edna Iannaco [Literacy Coach]	MA	14	II	80%
Kristy Knott [Classroom Teacher]	MA	3	II	100%
Corynn Labounty [Classroom Teacher]	MA	6	II	100%
Domye LaBrusciano [Classroom Teacher]	BA	3	I	100%
Paul Legris [Classroom Teacher]	BA+45	16 OS	II	100%
Jordan Mascitti [Classroom Teacher]	BA	1	I	100%
Brandi Maskell [Classroom Teacher]	BA	1	I	100%
Marilyn McSweeney [Classroom Teacher]	MA+15	10	II	100%
Helene Oshlag [Classroom Teacher]	BA	1	I	100%
Monica Sweet [Guidance Counselor]	MA	8	II	100%
Krista Tatro [Physical Education Teacher]	MA	10	II	100%
Christina Therrien [Classroom Teacher]	MA	10	II	100%
Alison Tully [Classroom Teacher]	BA	1	I	100%
Paula Whitehead [Classroom Teacher]	BA+15	10	II	100%

Funded by FNWSU				
Emily Frazier [Special Education]	MA	1	II	100%
Lisa Hess [Special Education]	BA+15	13 OS	II	100%
Jennifer Luneau [Special Education]	MA	14	II	100%
Isaac Ryea [Special Education]	BA	1	I	100%
Megan Rupert [Speech & Lang. Pathologist]	MA	8	I/SLP	60%
Brittany Tatro [Special Education]	BA+15	1	I	100%
Emily Wright [Speech & Lang. Pathologist]	MA	4	I/SLP Aud.	100%

Funded with Federal Grant Funds				
Lynne Hansen [Literacy Coach]	MA	16 OS	II	45%
Kristen Runyon-Hughes [Math Interventionist]	BA	3	I	100%
Edna Iannaco [Literacy Coach]	MA	14	II	20%
Amber Renaudette [Literacy Interventionist]	MA	10	II	100%

**FRANKLIN NORTHWEST SUPERVISORY UNION 2017 - 2019
SUPPORT STAFF WAGE SCALE**

	Para/ IA- I (HQP / 48-59)	Receptionist	Library Spec. Asst. Guidance Secretary Para/IA - II (Assoc) School Registrar	Para SLP (HQP/48+) Special Ed. Clerk	BI - I (HQP / 48-60) PCA-I Para (HQP) Para /IA - II (61-BA)	Custodian I StudMgt/Supp-I	Bld./Grnds/Maint I Custodian II PCA II (HQP) BI - II (61-BA)	Intense Needs Para (HQP) StudMgmt/Supp II Bld./Grnds/Maint - II Para Interventionist Asst to Dir StudAffairs BI III (1,500hrs)
PAY GRADE	1	2	3	4	5	6	7	8
<u>Steps</u>								
1	\$11.00	\$11.30	\$11.60	\$11.90	\$12.20	\$12.50	\$12.80	\$13.10
2	\$11.60	\$11.90	\$12.20	\$12.50	\$12.80	\$13.10	\$13.40	\$13.70
3	\$12.20	\$12.50	\$12.80	\$13.10	\$13.40	\$13.70	\$14.00	\$14.30
4	\$12.80	\$13.10	\$13.40	\$13.70	\$14.00	\$14.30	\$14.60	\$14.90
5	\$13.40	\$13.70	\$14.00	\$14.30	\$14.60	\$14.90	\$15.20	\$15.50
6	\$13.90	\$14.20	\$14.50	\$14.80	\$15.10	\$15.40	\$15.70	\$16.00
7	\$14.40	\$14.70	\$15.00	\$15.30	\$15.60	\$15.90	\$16.20	\$16.50
8	\$14.90	\$15.20	\$15.50	\$15.80	\$16.10	\$16.40	\$16.70	\$17.00
9	\$15.40	\$15.70	\$16.00	\$16.30	\$16.60	\$16.90	\$17.20	\$17.50
10	\$15.90	\$16.20	\$16.50	\$16.80	\$17.10	\$17.40	\$17.70	\$18.00
11	\$16.30	\$16.60	\$16.90	\$17.20	\$17.50	\$17.80	\$18.10	\$18.40
12	\$16.70	\$17.00	\$17.30	\$17.60	\$17.90	\$18.20	\$18.50	\$18.80
13	\$17.10	\$17.40	\$17.70	\$18.00	\$18.30	\$18.60	\$18.90	\$19.20
14	\$17.50	\$17.80	\$18.10	\$18.40	\$18.70	\$19.00	\$19.30	\$19.60
15	\$17.90	\$18.20	\$18.50	\$18.80	\$19.10	\$19.40	\$19.70	\$20.00
16	\$18.30	\$18.60	\$18.90	\$19.20	\$19.50	\$19.80	\$20.10	\$20.40
17	\$18.70	\$19.00	\$19.30	\$19.60	\$19.90	\$20.20	\$20.50	\$20.80
18	\$19.10	\$19.40	\$19.70	\$20.00	\$20.30	\$20.60	\$20.90	\$21.20
19	\$19.50	\$19.80	\$20.10	\$20.40	\$20.70	\$21.00	\$21.30	\$21.60
20	\$19.90	\$20.20	\$20.50	\$20.80	\$21.10	\$21.40	\$21.70	\$22.00

HIGHGATE SCHOOL DISTRICT
2018 - 2019 Staff Salaries

<u>Technology Staff:</u>	<u>Column</u>	<u>Step</u>	<u>FTE</u>
Ethan Kichura	non-union		100%
Christie Mitchell	non-union		100%

<u>PBIS Coordinator:</u>	<u>Column</u>	<u>Step</u>	<u>FTE</u>
Craig Aylward	non-union		100%

<u>Instructional Assistants:</u>	<u>Column</u>	<u>Step</u>	<u>FTE</u>
Danielle Bennett	1	2	100%
Corey Bluto	1	1	100%
Dawn Britch	5	8	100%
Brooklyn Bruce	1	2	100%
Marie Bruyette	5	4	100%
AmyJo Bushey	1	4	100%
Sasha Domina	1	1	100%
Emily Gabree	1	2	100%
Taylor Gagne	1	3	100%
Jade Hotchkiss	1	1	100%
James Hubbard	8	2	100%
Kim Irish-Aldrich	7	12	100%
Miranda King	1	2	100%
Amber Lafar	4	2	100%
Joyce Lafar	1	8	100%
Shonda Lapan	1	2	100%
Brianna Leclair	1	2	100%
Melissa Lewis-Bourdeau	7	2	100%
Oksana Martel	5	2	100%
Brooke Mason	1	2	100%
Carla Noel	1	6	100%
Linda Pierce	5	2	100%
Stephanie Racine	1	2	100%
Judi Rainville	5	1	100%
Melinda Raymo	1	2	100%
Misty Reader	5	2	100%
Sharon Rheaume	4	8	100%
Erikka Sherman	5	1	100%
Cassandra Stanley	1	1	100%
Priscilla Taylor	1	6	100%
Patricia Whittemore	5	10	100%
Tracy Wilcox-Parsons	1	3	100%

2019 MVU School Board Report

The MVU School Board would like to extend our thanks to the MVU Community for supporting our 2018-2019 school budget. Your continued support helps us continue to maintain and make necessary important improvements in our school facilities and educational programs.

Thanks to voter approval of a Bond last November, we have been able to begin to renovate our aging facility. In order to update and create a safer facility, we have:

- Replaced the 49 year old gym bleachers;
- Refurbished the entire gym from floor to ceiling;
- Renovated the Chemistry Lab, including ventilation, flooring, lighting, and countertops;
- Completed the main waterline replacement project.

The projects we will continue to work on this coming summer will be:

- Replacing components of the original heating, plumbing and electrical systems;
- Building a new boiler room at ground level attached to the wood chip facility, keeping all components safe from flooding;
- Purchasing and connecting a generator to provide electricity during community emergencies;
- Constructing an enclosed walkway connecting the main building to J Pod to increase building security and prevent the risk of injuries during inclement weather.

Our goal is to keep the Bond payment leveled at the same amount it has been for the past 20 years, comply with safety and security codes, and upgrade our HVAC systems that are now 50 years old.

The board would like to thank the entire MVU staff and administration for their hard work and dedication to the students and their families. In their second successful year, the present administration team continues to be a very positive influence on MVU academics and school culture. We are extremely proud of the many student and staff accomplishments and the gains towards school improvement.

We are pleased to have Julie Regimbal, a dedicated local community member, join our team as our new superintendent. She has worked very hard to make this a smooth transition in leadership for all of us. Her experience and guidance during a very busy time of educational change and challenges has greatly helped the board and MVU community. Act 46 continues to be a focus of our work together and we are grateful to have Superintendent Regimbal leading the way.

In conclusion, we sincerely appreciate the opportunity to continue to serve the students and families of the MVU community. As always, we hope that you will consider becoming an active part of the MVU by attending school activities and board meetings; following the MVU website and social media; watching MVU events on Channel 15/16; and contacting us with any questions throughout the year.

Respectfully submitted,

Denis Boucher 355-3084
Eric Beauregard 285-6208
Vickie Gratton 285-2083

Gregg Gervais 868-9120
Mark Bessette 868-5412
John Ho 285-6676

Don Collins 868-7975
Richard Flint 868-2652
Fr. Rob Spainhour 843-343-6871

MISSISQUOI VALLEY UNION HIGH SCHOOL DISTRICT
FY2018 BUDGET EXPENDITURES & FY2019 APPROVED BUDGET - SUMMARY by CATEGORY

AREA / DEPARTMENT	<u>FY2018</u> <u>Approved</u>	<u>FY2018</u> <u>Actuals</u>	<u>FY2019</u> <u>Approved</u>	<u>FY2020</u> <u>Proposed</u>	Variance
Regular Programs	\$6,227,580	\$6,049,414	\$6,467,410	Due to Act 46, FY2020 School Budgets are not currently being proposed. A new Merged School District Budget will be proposed at a later time.	
Department Budgets	\$337,102	\$316,731	\$374,522		
Interscholastics / Co-Curriculars	\$490,424	\$551,098	\$497,332		
Registrar	\$56,450	\$55,243	\$57,712		
Guidance Services	\$482,027	\$468,954	\$478,551		
Student Assistance Program	\$79,572	\$77,412	\$79,237		
Health Services	\$119,749	\$94,873	\$116,064		
Psychological Services	\$24,659	\$0	\$0		
Library Services	\$155,660	\$144,637	\$152,197		
School-wide Technology	\$338,628	\$324,444	\$365,395		
Board of Education	\$35,939	\$31,027	\$36,477		
Principals' Office	\$655,748	\$619,931	\$665,260		
Receptionist	\$52,054	\$46,737	\$49,684		
Student Management	\$306,171	\$324,386	\$349,185		
Fiscal Services	\$136,954	\$133,203	\$2,500		
Plant Operation & Maintenance	\$1,495,481	\$1,450,116	\$1,528,131		
Safety & Security	\$12,466	\$3,246	\$14,710		
Transportation	\$680,958	\$677,081	\$712,070		
Debt Service	\$0	\$0	\$0		
Capital Projects [Water Line]	\$125,000	\$0	\$125,000		
Special Education Programs	\$1,137,413	\$1,003,912	\$1,085,832		
Special Educ Operations Manager	\$82,571	\$0	\$0		
FNWSU (CentOffice & Special Educ)	\$1,501,884	\$1,453,013	\$1,528,469		
BUDGET TOTAL	\$14,534,490	\$13,825,458	\$14,685,738		

State of the Highgate School Report for Town Meeting Day 2019

Co-Written by Principal Patrick Hartnett, Assistant Principal Christopher Palmer, Literacy Leader Edna Iannaco and Math Leader Jen Hubbard

Amid the uncertainty of ACT 46 and district mergers, the state of Highgate School is strong and getting stronger. Regardless of whether we merge or not, Highgate School is already working closely with other district schools to develop strong readers, mathematicians, writers, and scientists to send to our common High School, MVU.

High Quality Staffing and Instruction

Last year we experienced a shift in the test scores of our third grade that truly represents a “raising of the bar” for all of our grades from this point forward. Each year that this grade moves through our school, and all grades that follow, we will have high expectations for how our children perform on our common measuring stick, the SBAC tests. We fully expect our 5th and 6th graders to continue to show improved scores as well.

There are many reasons for our “turn around” in performance. First, it is widely understood that a school that experiences a revolving door at the principal’s office will rarely attain high levels of success. I am now in my fourth year at Highgate (after having 3 principals in the 5 years before I arrived) and our school has successfully adopted a singular instructional program, common practices, and common expectations throughout our school. Second, this is our fourth year using the Marzano Framework for Instruction. In short, the Marzano approach emphasis is on knowing if students have actually learned, not how much the teacher has taught. Essentially, teachers talk less, and allow students to learn more by doing on their own. Third, we have restructured our intervention services model to more quickly identify which students need help, delivering the help they need, and making sure that they stay on grade level after. Fourth, our math and literacy leaders have been essential links in ensuring consistency in providing resources to teachers, research on best practices for instruction, and coaching for teachers who would like to improve in certain areas. Lastly, we have added many new staff who have energized our school. We now have a more balanced collection of teachers. Some of our staff are newer to the profession while others are in mid career; and finally there are those who have spent their entire careers in education. This balance has significantly risen our professional metabolism and we are all benefitting from the new energy.

Academic Proficiency

As seen by the 2017/2018 SBAC results there has been an increase in student achievement in literacy and mathematics. We have taken many steps to support our students at all levels. We have implemented a progress monitoring tool, called Star 360. This is a computer adaptive

assessment that identifies students strengths and weakness. It allows us to better monitor each student and individualize their instruction. Students are given the Star in literacy and math three times a year. We analyze this data during our Professional Learning Communities (PLC) so we can tailor first instruction and interventions to meet the needs of all students. We have revised our Educational Support Team (EST) to Strategic Intervention Plans (SIP). These plans support students who need more intensive instruction. Plans are reviewed every six weeks to analyze progress or lack of progress and adjust plans accordingly.

District Literacy and Math Coaches provide monthly workshops on the Marzano Framework. All FNWSU staff are encouraged to attend. Topics such as Identifying Critical Content and Introducing New Knowledge are among the workshops teachers can choose to attend. These workshops have been well received throughout the district.

The Highgate Coaches, along with the district Curriculum Director, Kosha Patel, are initiating a Plan, Do, Study, Act (PDSA) Cycle. Educators will be using the PDSA cycle to ensure programs are continuously being improved upon. PDSa cycles are used to make small school-wide changes and improve first instruction.

Positive School Climate and Culture :

Restorative Practices

Our most important and significant work in the area of social-emotional-behavioral support this year has been to begin integrating Restorative Practices and PBIS (**P**ositive **B**ehavior **I**nterventions and **S**upports) to support the all students. Restorative Practices has shown significant success in schools across the country at reducing suspensions, behavior referrals, and violent incidents. Restorative Practices help students feel more connected to their school and their classroom, and in turn, be more motivated to embrace school and classroom norms. As a result, Restorative Practices are being recommended by the Agency of Education for all schools in the state of Vermont.

On August 22, 2018, during inservice, Annie O'Shaughnessy came to provide a 1-day training to our teachers about integrating these two frameworks and using basic Restorative Practice structures in their classroom instruction. Annie also provided a 4-day training to members of the Behavior Support Team on July 31-August 3, 2018 to integrate Restorative Practices principles into our school-wide behavior response systems. Students participate in restorative Circles in their classroom to build safety, belonging, student voice, and school community. They consider the impact of their decisions on everyone else in a non-judgmental way. This hits home,

particularly with our upper-grades students, who are quite aware of the opinions and thoughts of others in their classroom and their school.

This year, a schoolwide Restorative Practices Leadership Team -- with representation from classroom teachers, unified arts teachers, para-educators, administrators, and behavior support staff -- has undertaken the task of building towards full-scale implementation of Restorative Practices next school year. The two main goals of that team have been:

- Helping teachers who want to do Circles but aren't sure how AND helping teachers to use restorative language when they talk about behavior with students but aren't sure how or are nervous to try.
- Publicizing the work that the "early adopters" are doing with Circles and other Restorative Practices structures in their classrooms.

There are a variety of ways that the RP Leadership Team is approaching these goals, including providing times for teachers to observe other teachers using Circles, creating an archive of Circle scripts for teachers to use, creating a documentary film about the early use of Restorative Practices at Highgate (to be shared with staff in June), planning a series of 1-hour, competency-specific trainings for our whole staff next year, and completing an Agency of Education grant application for schools implementing Restorative Practices in the 2019-2020 school year.

Community Gatherings

We have continued this year with an initiative started last year - Community Gatherings. Community Gatherings are held at 8:00 in the morning in the gymnasium, every other week. Starting in October, one classroom or grade-level takes center stage and presents something that they've learned or a community-building activity that they've done with the whole school. We also bring in organizations from Highgate to present. Last year, we had the Cub Scouts, the Highgate Volunteer Fire Department, and the Circle of Courage join us, among others. In addition, Community Gatherings celebrate our progress as a school in our PBIS programming and reinforce our CARES expectations (cooperation, assertion, responsibility/respect, empathy and self-control). The energy in Community Gatherings is typically very positive, and we are starting to get more and more parents and family members in attendance.

Walk to School Days

After experimenting with two Walk to School Days last school year, we have implemented monthly Walk to School Days this school year, with the exception of the coldest months (December-February). Dates of Walk to School days (all Fridays) are/will be: September 21, October 5, November 9, March 8, April 5, May 31, and June 14. These are great events. Parents are encouraged to walk with their children AND to join us at Community Gathering, which will immediately follow all Walk to School Days.

School-Wide Read of Wonder, by RJ Palacio

Over the course of 8 weeks in October and November, students in grades 2-6 read the book Wonder as a school. Wonder is an incredible story, with themes of kindness, acceptance, and empathy. Students in grades K-1 read a picture book called We are all Wonders, which is also written by RJ Palacio, with the same themes and the same general plotline.

A Wonder Task Team, which began its work in April of 2018, planned 8 weeks worth of Wonder-related programming for all students in grades K-6. Activities included:

- Creation of a class book of precepts through Student Treasures. Students publish, as a class, their own book of “words of wisdom” that they gleaned from Wonder, complete with illustrations. Each class got a free copy of the book they published
- Every student in the school decorated a t-shirt with the words “Choose Kind,” and whatever artwork they chose. “Choose Kind” is a mantra from the Wonder story. I’d like to thank the PTKO for contributing somewhere around \$575 to help us purchase fabric markers and extra white t-shirts for those that were unable to provide their own. I’d also like to thank parents who donated extra white t-shirts to help us make sure every child in our school had an opportunity to decorate a t-shirt.
- As a culminating activity, after all students have read the book with their class, the entire school watched the Wonder movie together. All students in the school wore their “Choose Kind” t-shirts on that day.

Staff Restorative Circles

We continue to use some of our after school staff meeting time to run whole-staff Restorative Circles. Topics this year have included a debriefing a schoolwide ALICE safety training; how best to support students socially, emotionally, and behaviorally at Highgate; and the difference between treating kids fairly and treating them equally. These Circles create time and space for every staff member to share their thoughts and opinions, not just the ones that would typically volunteer to speak in front of a large group. Feedback from the Circles to our school’s Continuous Improvement Team has been overwhelmingly positive. People feel that their voices are being heard more regularly and that we have a way to talk about challenges in our school community that is open and honest. That is often the greatest obstacle to building a positive school culture and climate. We look forward to continuing this work in the months and years to come.

ALICE School Safety Protocols

This fall, staff at Highgate were trained in the most current school emergency response protocols. These protocols go by the acronym ALICE, which stands for Alert, Lockdown, Inforn, Counter, and Evacuation.

ALICE protocols were specifically highlighted as a an approach that keeps with the most current recommendations of government agencies and school safety organizations. This year, teachers and students have practiced lockdown and evacuation procedures recommended by ALICE.

We have also partnered with the Franklin County Sheriff's office and the Vermont State Police to audit our school safety protocols. Officers have visited Highgate's campus and worked with administration to make appropriate changes to our school's Emergency Operations Manual.

Recognition

Obviously, the success of our school begins with our parents and school board. I would like to thank the parents who assume the responsibility of raising their children with love and a respect for learning. Our school board has undergone some roster changes, but they remain committed to providing the best education that we can. Connie Beyor, David Roddy (although he has returned to fill in temporarily) and Nola Gilbert left the school board last year, and we thank them for their contributions. Dave had served nearly 25 years on the board! Connie's tenure was not only long, but her knowledge of how schools work was invaluable. Nola provided exceptional oversight of school financing and clearly had an understanding of the business side of school operations. We did welcome Lisa Wells, Steve Scott, and briefly Ryan Young. Chris Shepard (Board Chair) and Richard Flint continue to serve our board with distinction.]

It would be a tremendous oversight if I did not mention the contributions of Lynn Fitzgerald and Claire Dietche, who both retired last school year. Lynn and Claire dedicated nearly their entire careers to the children of Highgate School. We wish them well.

We welcomed our new Superintendent Julie Regimbal this year, and we all feel that she is well suited to move our school and district forward.

I would like to thank the FNWSU central office for providing incredible support to Highgate School.

I would also like to acknowledge Marshall and Colette Ploof for providing outstanding, staff and courteous transportation services to our students.

The Abbey Food Service has once again done a wonderful job providing nourishment to our students. Jill Farnsworth and her team are efficient, friendly and very easy to work with.

Also, our school would not run as smoothly as it does without our highly competent front office staff consisting of Jess Paquette, Anna Yates, and our school nurse Jenn Gagne.

Lastly, I would like to recognize the performance of Chris Palmer, who is in his second year as our assistant principal. Chris has worked diligently and passionately to help make our school safer, compassionate, and more cohesive.

Respectfully Submitted by Patrick Hartnett, Chris Palmer, Edna Iannaco, and Jen Hubbard

HIGHGATE BRUSH DEPOT



@ the Highgate Transfer Station
Transfer Station Road, Highgate VT

BRUSH DEPOT HOURS OF OPERATION:

Saturdays (April through November) 8:00am – 11:45am
or by appointment, please call Casella 802-651-5493

Available to Highgate residents only
for disposal of leaves and branches at no charge

NO LARGE LIMBS OR STUMPS

NOTICE!

THE
FOREST FIRE WARDEN
OF THIS TOWN IS

DAVID DESORCIE

868-2777 home 868-4409 store

By state law, if you wish to burn natural wood or debris outdoors, you must obtain a burning permit from the Town Forest Fire Warden. The warden in your town will be able to advise you on local burning regulations and current conditions. Remember, "Only YOU can prevent forest fires!"



Dog licensing will begin on Wednesday, January 2, 2019

It's Time To License Your Dog(s) Again With The Town of Highgate

REMINDER

2019 Dog Licenses are due by Monday, April 1st

On or before Monday, April 1, 2019

Neutered/Spay \$13.00 per dog

Non-Neutered/Spay \$17.00 per dog

Fees starting Tuesday, April 2, 2019

Neutered/Spay \$22.00 per dog

Non-Neutered/Spay \$26.00 per dog



****NOTE**** Dogs that remain unlicensed as of May 1, 2019 will result in a municipal ticket (fine) being issued per dog. This will be in addition to licensing fees. Please license your dog(s) by April 1st!!! Thank you.

PROOF OF RABIES VACCINATION REQUIRED

Please also let us know if you no longer have your dog(s).

DOG & CAT SHOT CLINIC

Saturday, March 16, 2019

10:00am - Noon

Highgate Fire Station

Attending Vet: Paws For Thought 868-4300

Prices: Rabies \$10, Distemper \$15, Rabies & Distemper \$20

DOG LICENSES WILL BE AVAILABLE AT CLINIC—cash or check only at the clinic

DOGS MUST BE ON A LEASH & CATS MUST BE IN CARRIERS

Questions? Please contact Wendi Dusablon, Town Clerk

868-5002 or wdusablon@highgatevt.org